

**TOWN OF KIRKWOOD
TOWN BOARD MEETING**

June 26, 2018

A regular meeting of the Kirkwood Town Board was held on June 26, 2018 at 8:10 PM at the Joseph A. Griffin Town Hall with Supervisor Gordon Kniffen presiding.

Present: Supervisor Gordon Kniffen
Councilman Robert Weingartner
Councilman Lewis Grubham
Councilman William Diffendorf, Jr.
Councilwoman Linda Yonchuk

Also Present: Nicholas Cortese, Attorney
Gayle Diffendorf, Town Clerk
William Tozer, Deputy Commissioner of Public Works

(This meeting was held in place of the July 3, 2018 meeting according to the summer schedule adopted by the Town Board combining meetings.)

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

June 5, 2018 Town Board Meeting

PUBLIC PARTICIPATION: None.

COMMUNICATIONS:

Resignation Letters from Sharon Pompeii and Jessica Kinney

COMMITTEE REPORTS: None

OLD BUSINESS:

Councilwoman Yonchuk moved to adopt resolution awarding the Sealed Bid for the Stair/Ladder Work at the Main Sewer Station to C&C Welding Co., Inc., being the lowest responsible bidder at \$31,283.00. Councilman Diffendorf seconded.

117-18
Stair/Ladder
Bid Awarded
Sewer Station
C&C Welding

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilman Diffendorf moved to adopt resolution, ratifying a resolution authorizing the Supervisor to sign a contract with Municipal Solution, Inc., to provide assistance with continuing Disclosure Filings and Regulations pursuant to the Securities and Exchange Commission (SEC) Rule 15c2-12, in accordance with the attached contract. Councilman Grubham seconded.

118-18
Bonding
Assistance
Agreement

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilman Grubham moved to adopt resolution authorizing submission of an Application for Funding from New York State Office of Parks, Recreation and Historic Preservation (OPRHP) – Parks Program, in accordance with the attached resolution. Councilman Weingartner seconded.

119-18
All-Inclusive
Playground
Grant
Funding

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

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120-18
Agreement -
Purchase
Property from

Councilman Weingartner moved to adopt resolution authorizing the purchase of 1080-1090 US Route 11 from Douglas and Steven Ritter for the sum of \$25,000.00, and authorizing the Supervisor to execute the attached contract of sale, and any other documents necessary to effectuate said transaction, and authorizing the Attorneys for the Town to expend any amounts reasonably necessary to effectuate said transaction (e.g., title search, filing fees). Councilman Grubham seconded.

Roll Call Vote: Councilman Weingartner - yes
 Councilman Grubham - yes
 Councilwoman Yonchuk - no
 Councilman Diffendorf - no
 Supervisor Kniffen - yes

MOTION CARRIED.

121-18
Amend
Benefit Plan

Councilwoman Yonchuk moved to adopt resolution amending the Town of Kirkwood Benefit Plan regarding health insurance into retirement for current part time employees, requiring them to pay a percentage of the monthly premium, and full time employees hired after July 1, 2018 will be required to pay a percentage of their health insurance into retirement, in accordance with the attached plan. Councilman Diffendorf seconded.

Discussion: Councilman Diffendorf said he wants to make sure this is worded right that retirees will pay whatever everyone else pays. Councilwoman Yonchuk said they will pay whatever percentage is the current contract, and that will be noted in the attached plan. Councilman Weingartner said it should state they will pay the current percentage as active employees. This will be included in the amended Benefit Plan.

Roll Call Vote: Councilman Weingartner - yes
 Councilman Grubham - yes
 Councilwoman Yonchuk - yes
 Councilman Diffendorf - yes
 Supervisor Kniffen - yes

MOTION CARRIED.

122-18
Amend
Employee
Attendance
Rules & Regs

Councilman Diffendorf moved to adopt resolution amending the Rules and Regulations Governing Attendance and Benefits for Town of Kirkwood Employees regarding vacation credits for current permanent part time employees and sick leave and personal leave for all eligible employees can be used in ¼ hour increments, in accordance with the attached Rules and Regulations. Councilman Grubham seconded.

Roll Call Vote: Councilman Weingartner - yes
 Councilman Grubham - yes
 Councilwoman Yonchuk - yes
 Councilman Diffendorf - yes
 Supervisor Kniffen - yes

MOTION CARRIED.

123-18
Hire J. Tutko
Parks Laborer

Councilman Grubham moved to adopt resolution hiring Jake Tutko as Laborer to work in the Parks Department effective July 5, 2018 for 90 days at a rate of pay of \$12.82 per hour. Councilman Weingartner seconded.

Roll Call Vote: Councilman Weingartner - yes
 Councilman Grubham - yes
 Councilwoman Yonchuk - yes
 Councilman Diffendorf - yes
 Supervisor Kniffen - yes

MOTION CARRIED.

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Councilman Weingartner moved to adopt resolution hiring Everett Benedict as Laborer to work in the Department of Public Works effective July 9, 2018 for 90 days at a rate of pay of \$12.82 per hour. Councilwoman Yonchuk seconded.

124-18
Hire E.
Benedict
DPW Laborer

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilwoman Yonchuk moved to adopt resolution amending the Policy to Prevent Violence in the Workplace, in accordance with the attached policy. Councilman Diffendorf seconded.

125-18
Amend Policy
Prevent
Workplace
Violence

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilman Diffendorf moved to adopt resolution adopting the Workplace Violence Prevention Policy State and Violence Incident Report, in accordance with the attached policy. Councilman Grubham seconded.

126-18
Adopt Policy
Violence
Incident Rpt.

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilman Grubham moved to adopt resolution hiring Jessica Kinney as Clerk PT in the Code Department effective July 9, 2018 at a rate of pay of \$15.75 per hour. Councilman Weingartner seconded.

127-18
Hire J.
Kinney
Clerk PT –
Code Dept.

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilman Weingartner moved to adopt resolution hiring Kelley Diffendorf as Deputy Town Clerk PT effective July 9, 2018 as per the 2018 budgeted salary for that position. Councilwoman Yonchuk seconded.

128-18
Hire K.
Diffendorf
Deputy TC

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

Councilwoman Yonchuk moved to adopt resolution authorizing Ward Coe to attend the New York Magistrates Association Annual Conference at the Sheraton at the Falls, Niagara Falls, NY to be held September 23-26, 2018 at a cost of \$711.55 for the lodging and meals and a \$75.00 pre-registration fee, with the State reimbursing the Town on night of lodging and mileage. Councilman Diffendorf seconded.

129-18
W. Coe
Education
Justice

Roll Call Vote: Councilman Weingartner - yes
Councilman Grubham - yes
Councilwoman Yonchuk - yes
Councilman Diffendorf - yes
Supervisor Kniffen - yes

MOTION CARRIED.

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130-18
Audit/Pay

AUDIT AND PAYMENT OF CLAIMS:

Councilman Diffendorf moved to adopt resolution authorizing the audit and payment of the following claims: General and Highway Funds, Special Districts (Fire, Light, Water and Sewer Districts), Professional Services, Capital Projects and Reserve Funds claims, and ratifying the payment of the prepaid claims as authorized by resolution adopted January 2, 2018, all in accordance with the abstract of claims on file in the Town Clerk's Office. Councilman Grubham seconded.

Roll Call Vote:	Councilman Weingartner	- yes
	Councilman Grubham	- yes
	Councilwoman Yonchuk	- yes
	Councilman Diffendorf	- yes
	Supervisor Kniffen	- yes

MOTION CARRIED.

ADJOURNMENT:

Councilman Weingartner moved to adopt resolution to adjourn the meeting. Councilwoman Yonchuk seconded. All voted in favor.

MOTION CARRIED.

Meeting adjourned at 8:31P.M.

Respectfully submitted,

Gayle M. Diffendorf
Town Clerk