

COLLINS TOWN BOARD

OCTOBER 2, 2017

REGULAR MEETING AGENDA

Call to order with salute to flag

Approval of Agenda

Adoption / Amendments to Minutes

Approval / Adoption of Abstract

Upcoming Meetings

- Collins Fire District Budget Hearing – Tuesday October 17, 2017, 7:00 PM at Collins Fire Hall

Information

- Town Hall will be closed on Monday, October 9, 2017 for Columbus Day

Correspondence

Public Access

Reports of Department Heads and Consultants

Assessor, Attorney, CEO, Dog Control Officer, Highway & Transfer Station, Parks, Recreation, Planning Board, Town Clerk, Water, ZBA

Reports of Board and Committees

Janet Vogtli, Ken Martin, Mary Stelley, Mary Clark, Dave Tessmer

Old Business

- Resolution to Accept August 2017 Supervisors Report
- Resolution to sign contract with WSA for Collins Hamlet Storm Drainage Study

New Business

- Resolution to approve 2017 Budget Transfers and Modifications
- Resolution to place delinquent bills on taxes
- Resolution to hire Winter Recreation staff
- USDA Town Board questionnaire
- Discuss / schedule 2018 Budget committee meetings

New Topics – Discussion and Comments

Next meeting will be Monday October 16, 2017 – Workshop Topic – **2018 Budget Review**

Adjourn

RESOLUTION: ACCEPT AUGUST 2017 SUPERVISORS REPORT

Motion made by _____ and seconded by _____ to accept the Town of Collins Supervisor's Report as submitted, for the month of August 2017.

RESOLUTION: AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH WM SCHUTT ASSOCIATES

WHEREAS, for many years the Town has experienced drainage issues in the Mill Street, Maple Avenue, Mildred Avenue, School Street area, and

WHEREAS, the Town Board identified the need to address these issues in their Capital Plan, and included the study costs in the 2017 Town Budget, and

WHEREAS, Wm Schutt Associates helped address some of the issues during the playground construction, and submitted a proposal to further investigate and prepare an engineering report / drainage study with recommendations.

NOW, THEREFORE BE IT RESOLVED, that the Town authorize the Supervisor to sign the agreement with Wm Schutt Associates to prepare a Drainage Study for the project area for the not-to-exceed amount of \$15,600.00

RESOLUTION: APPROVE 2017 BUDGET MODIFICATIONS

Motion made by _____ and seconded by _____ to approve the following 2017 Budget modifications:

A Fund:

Transfer From:

Transfer To:

A1940.400 Contingency Fund	\$70.41	A7550.410 Liberty Fest	\$70.41
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B Fund:

B7310.101 Youth Programs - Personnel	\$139.92	B7310.404 Recreation Field Trips	\$139.92
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DB Fund:

DB5130.400 Hwy Mechanic Contractual	\$390.40	DB 5130.410 Hwy Mechanic - Testing	\$390.40
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SW1 Fund:

SW1-9055.810 Unemployment	\$52.80	SW1-9040.810 Comp Insurance	\$52.80
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SW4Fund:

SW4-9055.860 Unemployment	\$8.09	SW4-9040.860 Comp Insurance	\$8.09
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RESOLUTION: APPROVE THE ADDITION OF UNPAID TOWN SERVICE BILLS TO PROPERTY TAXES

WHEREAS, in accordance with New York State Town Law § 198, the Town of Collins approves the enforcement of unpaid water bills and clean-up charges, by placing a lien upon the real property for which such service was provided, and

WHEREAS, Erie County Real property Tax Department requires that all such charges to be levied on the 2018 tax bills, be voted on by the Town Board.

NOW, THEREFORE BE IT RESOLVED, that the Collins Town Board approves all unpaid water bills and property cleanup charges be included in the 2018 tax warrant, and authorizes the Supervisor to sign the "Letter of Authorization" to Erie County.

RESOLUTION: HIRE 2017-18 WINTER RECREATION STAFF

WHEREAS, the Town of Collins sponsors a Youth Program during the winter months, and

WHEREAS, the Town wishes to fill the positions required for this program, and

WHEREAS, the Town advertised for the positions of Recreation Supervisor and Recreation Attendant, and the Personnel Committee, along with the Recreation Director, reviewed applications and interviewed applicants.

NOW, THEREFORE BE IT RESOLVED that the Collins Town Board follow the recommendations of the personnel committee, and hire the following applicants for the 2017-18 winter program:

Recreation Supervisor (\$12.36/hr): Tom McMullen

Recreation Attendants (\$9.70/hr):

Justin Kehr
Casey Peglowski
Rebecca McMullen
Olivia Eastland
Christian Peglowski
Katelyn Steff
Chandler Kusiowski
Brittnee Stelley