

A Regular Meeting of the Town Board of the Town of Collins, County of Erie, State of New York was held at the Town Hall, 14093 Mill Street, Collins, NY on the 14th day of February 2022.

Present: Kenneth Martin, Supervisor Jacquelyn McLean, Councilman
Jane Sion, Councilman Becky Jo Summers, Town Clerk
Chris Gerling, Highway Superintendent James Musacchio, Attorney 7:15

Also Present: Fred & Brenda Overhoff, David & Diane Gamel

Absent: Mary Stelley, Councilman, James Hotnich, Councilman

Supervisor Martin called the meeting to order at 7:00 PM with the pledge to the Flag.

Resolution # 75: **AGENDA APPROVAL**

Motion made by Supervisor Martin seconded by Councilman Sion to approve the agenda as presented.

ADOPTED Aye 3 McLean, Sion, Martin
Nay 0

Resolution #76: **MINUTES APPROVAL**

Motion made by Councilman Sion, seconded by Councilman McLean to approve the minutes of the January 3rd, 10th and 18th meetings.

ADOPTED Aye 3 McLean, Sion, Martin,
Nay 0

Resolution # 77: **ABSTRACT APPROVAL**

Motion by Councilman McLean seconded by Councilman Sion that the bills be paid on abstract #14 for 2021 dated February 14, 2022 for listed vouchers # 843 – 853 for \$ 4,405.24 and abstract # 2 for 2022 dated February 14, 2022 for listed vouchers # 11- 88 for \$ 83,424.16:

14 of 2021

General – Townwide	1,508.33	Water District # 1	1,717.12
General – Part Town	110.00	Water District # 3	445.74
Highway	448.54	Total	\$ 4,405.24
Special Refuse Fund	175.51		

2 of 2022

General – Townwide	23,243.88	Special Lighting	1,545.39
General – Part Town	69.76	Special Refuse Fund	1,787.01
Highway	48,462.97	Water District # 1	1,887.78
Highway Cold Storage	3,113.28	Water District # 3	1,285.05
Park Improvements	2,029.04	Total	\$ 83,424.16

ADOPTED Aye 3 McLean, Sion, Martin
Nay 0

Reports of Department Heads and committees

Building and grounds handed out their report.

Dog Control submitted his monthly report.

Highway, Transfer Station and Parks report was read by Chris Gerling, Highway Superintendent.

Liberty Fest will wait to see what the Governor is doing.

Senior's program is starting luncheons.

Town Clerk had sales in January of \$ 3,929.95 with the Town's portion \$ 3,777.59.

Water department report was read.

Zoning Board of Appeals received an application for a variance to put a sign on Gabel's property.

Board Reports

Councilman McLean updated the website, reviewed vouchers, attended the Building and Grounds meeting, attended zoom meeting for Buffalo Niagara Partnership, spoke with Dana Jolls, attended a webinar, met with Lynn Dixon and took a trac phone to the transfer station. Councilman Sion attended the special meeting, building and grounds meeting and reviewed the vouchers.

Supervisor Martin reported there will be re-districting in federal districts, we will be receiving more masks and test kits and attended zoom meeting with town Supervisors.

Old Business

1. Confirm new hire – motor equipment operator in highway department

RESOLUTION # 78: **CONFIRM NEW HIRE MOTOR EQUIPMENT OPERATOR (MEO) IN HIGHWAY DEPARTMENT**

Motion made by Supervisor Martin and seconded by Councilman McLean that the following resolution is:

ADOPTED Aye 3 McLean, Sion, Martin
 Nay 0

WHEREAS, a vacant MEO position exists in the Collins Highway Department due to the retirement of MEO Nicholas Gernatt effective 01/21/22, and

WHEREAS, Highway Superintendent Chris Gerling advertised for applicants to the position, reviewed the applicant's qualifications and decided to hire Bryan Bylbie effective 02/13/22.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby reaffirms the Superintendent's hiring of Bryan Bylbie as a full-time MEO employee in the Town Highway Department at a salary of \$21.29 per hour during his probationary period, effective 02/13/22.

New Business

1. Resolution needed to declare miscellaneous office equipment as surplus

RESOLUTION # 79: **DECLARE MISCELLANOUS OFFICE EQUIPMENT AS SURPLUS**

Motion made by Councilman Sion, seconded by Councilman McLean, to declare the following computer/office equipment as surplus and that it be disposed of as scrap with all computers hard drives being removed and destroyed.

ADOPTED Aye 3 McLean, Sion, Martin
 Nay 0

SURPLUS OFFICE EQUIPMENT

PRINTER/COPIER/FAX BRAND	SERIAL/TAG #
Brother Fax IntellaFax 2920	CNJ8F3H68X
HP Laser Jet M1212nfMFP	U61326C6-J218819
Kodak DLS PhotoDock CD or Scanner	20040372700404
Epson Stylus Copier	CX3810
Lexmark 4511	No Serial/Tag # Found
Dell Printer	6QGT752
Brother Fax 2800	U56577J4J905005
HP Printer	EEE 1284-B/C6429B
The Stick Fax Model 370075	No Serial/Tag # Found
COMPUTER HARD DRIVE TOWERS	SERIAL/TAG #
Dell	W8BPV-VTG9D-KGX2Q
Integral Solutions	B7WY2-PQRP7-R2QJE-CW1847-F98MB

Dell	JP9K8-M93K4-YV977-Q8KPM-TCRPM
Dell	B940N22
Dell	C3P2C-PKBJ7-V8TGT-283W8-PRJV6
HP	D972F-PP4KX-B46WK-R3CM7-TFB3F
Dell	V267G-DHXP2-2K7BV6RCFT-B2GCG
Dell	6PF9V62
Dell	8JJB91
KEYBOARDS	SERIAL/TAG #
Dell	CN-0W7658-37172-5AL-09BK
HP	CL9119994
Acer	9166007X1191D4473300000
Dell	CN-07N242-71616-52S-00WV
Gateway	F387638
Dell	CN-0RKRON-I0300-016-1b54a03
Dell	CN-ON8WF8-71581-46J-02HX-A00
Dell	CN-ODJ454-71581-2A9-078UA00
MONITORS	SERIAL/TAG #
Dell Model #E172XPT	No Serial/Tax # Found
LCD Model M170XO2	No Serial/Tax # Found
AOC	828F5QA000727
Samsung	GG15H9NT826479
Dell	CN-0KC031-12963-61C3WPT
SURGE PROTECTOR	SERIAL/TAG #
Interer	M6MPC-9002F
ELECTRIC TYPEWRITER	SERIAL/TAG #
TA – Adler	C1D8A6EF
MISCELLANOUS	SERIAL/TAG #
Phone Cords	No Serial/Tag # Found
Dell Mouse	LNA204119385
Dell Mouse	CN-011D3V-73826-555-06YA
Dell Mouse	511032106
Christmas Decorations & Grapevine Wreath	Old & Dusty
Rubbermaid Tier Slot File Sorter	

2. Resolution needed to set date for Special Town Board Meeting

RESOLUTION # 80: **SET DATE FOR SPECIAL TOWN BOARD MEETING**

Motion made by Supervisor Martin, seconded by Councilman Sion, that the Collins Town Board hereby sets a meeting to be held on Tuesday, February 22, 2022 at 7:00 PM, at the Collins Town Hall to address Awarding the Contract for Construction of a new Highway Cold Storage Building, purchase of a new Lawn Mower for the Town Park's Department, the Town's Secretary to the Supervisor Position, Adoption of the 2022 Erie County, NY Hazard Mitigation Plan and any other Business that may come before the Town Board.

ADOPTED Aye 3 McLean, Sion, Martin
 Nay 0

RESOLUTION # 81: **CREATION OF NEW EMPLOYEE POSITIONS WITH ERIE COUNTY CIVIL SERVICE**

Motion made by Councilman McLean and seconded by Councilman Sion that the following resolution is:

ADOPTED Aye 3 McLean, Sion, Martin
 Nay 0

WHEREAS, Civil Service Law requires all Town Employees to be in Positions which are correctly titled to match the duties which they perform, and

WHEREAS, several groups of Town Employees are not listed in the proper job titles.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby requests that Erie County Civil Service create three (3) Motor Equipment Operator – Sub positions, five (5) Laborer – Seasonal positions and two (2) Director of Recreation II Part-Time positions for the Town of Collins.

With no further business, on a motion of Supervisor Martin seconded by Councilman Sion the meeting was adjourned at 7:58 PM.

Becky Jo Summers, Town Clerk