

**TOWN BOARD
TOWN OF OAKFIELD
JANUARY 3, 2024**

ROLL

CALL: Supervisor Martin
Deputy Supervisor Wolcott
Councilman Carroll
Councilperson Glor
Councilman Kabel

OTHERS

PRESENT: Town Clerk Haacke
Assessor Flansburg

Supervisor Martin called the meeting order at 4:00 pm; followed by the Pledge to the Flag.

SALARY SCHEDULE a motion was by Councilperson Glor, seconded by Councilman Carroll and carried by unanimous vote to approve the following Salary Schedule:

	2023	2024
Supervisor	9,455.00	9,740.00
Councilman (4) each	3,151.75	3,244.00
Town Clerk	36,287.00	38,102.00
Town Tax Collection	2,100.00	2,205.00
Registrar	742.00	780.00
Justice I	11,259.50	11,322.00
Justice II	11,259.50	11,322.00
Court Clerk I	10,362.00	10,880.00
Highway Superintendent	72,990.00	76,640.00
Admin. Asst. HW Super.	13,658.00	14,340.00
Parks Administrator Srv	2,323.00	2,440.00
Cemetery Administrator Srv	1,906.00	2,000.00
Assessor	20,703.00	21,735.00
Zoning Officer	4,754.00	5,002.00
Code Officer	4,754.00	4,992.00
Baldwin Business Service	17,000.00	17,000.00
Highway-MEO	26.75 Hr.	28.25 Hr.
Full Time Laborer II	18.50 Hr.	20.00 Hr.
Deputy Town Clerk I	7,715.00	7,950.00
Deputy Town Clerk II	14.20 Hr.	20.00 Hr.

APPOINTMENTS: The following appointments were submitted for approval:

- A. **Monthly Meeting-** Second Tuesday of every month @ 6:30 pm
- B. **Official Newspaper-** The Daily News
- C. **Bank Depository-** Bank of Castile & NYCLASS
- D. **Deputy Supervisor-** Councilman Wolcott
- E. **Town Zoning Officer-** Mark A. Mikolajczyk
- F. **Code Enforcement Officer-** Mark A. Mikolajczyk
- G. **Zoning Board of Appeals-** None
- H. **Planning Board-** Wally Kornow
- I. **Attorney-** Craig Welch
- J. **Mileage-** current is .67 cents per mile (IRS rate) Subject to change if IRS updates during the year.
- K. **Surplus Funds-**The Supervisor is directed to invest surplus funds, not to exceed current expenses using area banks.
- L. **Fuel-**The Highway Superintendent is authorized to purchase fuel from any source in case of emergency.
- M. **Buildings & Grounds Administrator-** Michael W. Schultz
- N. **Administrative Assistant to HW Super.** Melissa M. Haacke
- O. **Parks Administrator-** Michael W. Schultz
- P. **Cemetery Administrator-** Michael W. Schultz
- Q. **Utilities-**The Supervisor is authorized to pay all utilities and other invoices to take advantage of due dates.
- R. **Tools-**the Highway Superintendent is authorized to purchase small supplies and tools needed not to exceed \$6,000.00 total for the year 2024.
- S. **Town Clerk's Office Hours-**9AM-4PM Monday-Friday during the month of January. The Clerk's office will be open Saturday, January 27th, 9AM to Noon, further the Town Clerk's office will resume the 4-day work week beginning in February, 7:30AM-4PM.
- T. **Town Clerk's Deputy I** Barry D. Flansburg
- U. **Town Clerk's Deputy II** Emily Casaceli
- V. **Registrar-** Melissa M. Haacke
- W. **Town Tax Collector-** Melissa M. Haacke
- X. **Adult Culture & Recreation Administrator-** Melissa M. Haacke
- Y. **Holidays & Sick Days-**the list of holidays in the men's contract, sick days and vacation days will be observed by Town Highway Employees
- Z. **Examination of Books-**The annual examination of books will be set by the Audit Committee.
- AA. **Disaster Coordinator-** Thomas A. Graham

A **motion** was made by Councilperson Glor, seconded by Councilman Carroll and carried by unanimous vote to approve the appointments above.

A ROLL CALL Vote went as follows:

Supervisor Martin Aye
Deputy Supervisor Wolcott Aye
Councilman Carroll Aye
Councilperson Glor Aye
Councilman Kabel Aye

PASSED (5-0)

COMMITTEE APPOINTMENTS for 2024 are as follows:

1. **Insurance-** Councilman Kabel/Councilman Carroll
2. **Highway-** Deputy Supervisor Wolcott/Councilman Kabel
3. **Personnel-** Deputy Supervisor Wolcott/Supervisor Martin/Councilperson Glor
4. **Bldg. & Grounds-** Councilman Kabel/Supervisor Martin
5. **Water-** Councilperson Glor/Deputy Supervisor Wolcott
6. **Cablevision-** Councilman Carroll/Councilman Kabel
7. **Fire Budget Liaison-** Supervisor Martin/Councilperson Glor
8. **Audit-** Deputy Supervisor Wolcott/Supervisor Martin
9. **Economic Devel.** Councilperson Glor/Supervisor Martin
10. **Bookkeeper-** Baldwin Business Service, Nunda, NY
11. **GAM Rep.-** Supervisor Martin/Councilman Carroll
12. **Youth Recreation-** Supervisor Martin/Councilperson Glor

A **motion** was made by Councilman Kabel, seconded by Councilman Carroll and carried by unanimous to approve the committee appointments as submitted.

Ayes: Martin, Wolcott, Carroll, Glor, Kabel

MOTION carried (5-0)

With no further business to come before the Board, a **motion** was made by Councilman Kabel, seconded by Deputy Supervisor Wolcott, and carried by unanimous vote to adjourn at 4:08 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk