

Town of Corning Board meeting
Agenda
January 15th, 2019 at 7:00 p.m.

1. Move to open the meeting
2. Roll call of the Town Board members present. ___ ___ ___
3. Pledge of Allegiance
4. Motion to authorize all Resolutions approved by the Town Board for 2019, as they are duly introduced by a Board member and duly seconded by another Shall, be put to long roll call with the vote "Aye" or "No" duly recorded. ___ ___ ___
5. Motion to discuss the matter of filling of vacancies that exist in currently in the Town of Corning pursuant to §64(5) of the Town Law and for the Planning Board, Ethics Board and Board of Assessment Review to make recommendations for appointment to the Town Board: ___ ___ ___
 - a. Planning Board vacancy (Huff)12/2022
 - b. Board of Assessment Review (Garlock)9/2023
 - c. Upon approval of Local Law 1 of 2019, Ethics Law, Ethics Board member (Shafer)
6. Motion to set out notice to the Town of Corning Residents that the Town Board is seeking appointees for the following positions: Planning Board (2022), Board of Assessment Review (2023) and Ethics Board (2024)and that all letters of interest should be either, given or emailed to the Town Clerk at 20 S. Maple St or Townclerk@townofcorningny.org. ___ ___ ___
7. Motion to appoint Susan Edwards and Avonne Dickerson as agents authorized by the Town Board to issue handicapped parking permits (Vehicle and Traffic Law, §1203-a (1)). ___ ___ ___
8. Motion to appoint Susan Edwards and Avonne Dickerson as designated agents for purposes of receiving notices of claims filed with the New York State Secretary of State (General Municipal Law, §53). This designation must be filed with the New York Secretary of State. ___ ___ ___
9. Motion to approve **Resolution 1 of 2019** to adopt the fixing of the 2019 salaries of all elective and appointive officers (and the rates of wages of hourly employees, including overtime and regular pay rates) and determine whether salaries shall be paid annually, semi-annually, quarterly, monthly, semi-monthly or weekly. In fixing such salaries, the town board is subject to certain limitations. The Town Law prohibits the town board from fixing the salaries of the members of the town board, elected town clerk and elected town superintendent of highways at amounts in excess of the amounts respectively specified in the notice of hearing upon the preliminary budget, unless the town board adopts a local law (subject to permissive referendum(s)) increasing the salary for one year only (Town Law, §27). The town board also cannot fix the salary of any elective or appointive town officer or employee at an amount larger than the appropriation made (Town Law, §§27, 117). In addition, the town board cannot decrease the salary of a sitting elected town officer in the middle of his or her term of office except by the adoption of a local law subject to a mandatory referendum. The Registrar/Deputy of Vital Statistics salary is fixed. ___ ___ ___
10. Motion to adopt **Resolution 2 of 2019** establishing a rate of \$ ___ per mile (2018 \$ 0.45/mile)to be allowed for town officers and employees for the use of their own automobiles in the performance of their official duties in the event that there is no Town vehicle available to use. (Town Law, §116). ___ ___ ___
11. Motion to approve discussion regarding the last component of the final Employee manual , the drug and alcohol policy. ___ ___ ___

12. Motion to approve employment policies currently approved in the employee manual in effect and all successive motions related specifically to the employee manual until the final employee manual is completed. ___ ___ ___
13. Motion to discuss draft rules of procedure for conducting of Town meetings. ___ ___ ___
14. Motion to approve **Resolution 3 of 2019** stating that the Town of Corning's regular town board meetings will, throughout the year 2019, be held at 7:00 o'clock p.m. on the third (3rd) Tuesday of each month in the Town Hall. ___ ___ ___
15. Motion to approve **Resolution 4 of 2019** setting the Town of Corning News paper as "*The Leader*" newspaper. (Town Law, §64(11)). ___ ___ ___
16. Motion to approve **Resolution 5 of 2019** for the Standard Operating work day for employees for 2019. (2 NYCRR 315.4). ___ ___ ___
17. Motion to approve **Resolution 6 of 2019** to continue the designation of Chemung Canal Trust Company the Depository bank in which all town officers shall deposit all money coming into their hands by virtue of their offices, as well as the security.(Town Law, §64(1)). ___ ___ ___
18. Motion to approve **Resolution 7 of 2019** to authorize petty cash be established by a town board for: ___ ___ ___
Town Clerk/Receiver of taxes: \$50.00
Registrar of Vital Statistics: \$50.00
Water rents receivable:\$30.00
Code Enforcement Officer: \$50.00
(Town Law, §64 (1-a)).
19. Motion to approve **Resolution 8 of 2019** authorizing the Town Superintendent of highways to purchase equipment, tools and implements during the year without prior approval of the town board. (Highway Law, §142(1a)). ___ ___ ___
20. Motion to approve Susan Edwards and Avonne Dickerson as designees who may accept payment by credit card. (General Municipal Law, §5). ___ ___ ___
21. Motion to approve **Resolution 9 of 2019** authorizing the town board and the highway superintendent to enter into a 284-agreement relative to the expenditure of highway monies for repair and improvement of town highways. This agreement must be prepared in duplicate, signed by a majority of the town board members and the highway superintendent and filed with the town clerk's office.(Highway Law, §284). ___ ___ ___
22. Motion to approve **Resolution 10 of 2019** imposing a charge of \$25.00 on each check tendered as payment and returned for insufficient funds or other reasons (General Municipal Law, §85).
___ ___ ___
23. Motion to approve **Resolution 11 of 2019** authorizing the Town Supervisor to open competitive bids on public works and purchase contracts required to be advertised. (General Municipal Law, §103(2)). ___ ___ ___
24. Motion to confirm that the ambulance service provider, AMR, American Medical response is properly certified with the State of New York and/or that the town itself is properly certified with the State of New York to provide ambulance services and the Town has received written confirmation. (Public Health Law, article 30). ___ ___ ___
25. Motion to discuss the final version of Local Law 1 of 2019, a law establishing a Code of Ethics and repealing Local Law 2 of 2016. ___ ___ ___
26. Motion to approve setting a public hearing regarding obtaining public comment on the proposed Local Law 1 of 2019, a Local Law establishing a Code of Ethics and Repealing Local Law 2 of 2016. ___ ___ ___
27. Motion to discuss final policy and procedure regarding Town Department reports after input received from Department heads. ___ ___ ___

28. Motion to approve Policy and Procedure related to Department Head reports and delineating their placement on the Town's website. ___ ___ ___
29. Motion to approve East Corning Water District Debt error and authorize Steuben County Real Property to remove debt on tax map id# 337.07-01-021.000 the Tuttle property to make the correction. ___ ___ ___
30. Motion to approve Town Clerk's Report for December. ___ ___ ___
31. Motion to approve Abstract 13.(2018). ___ ___ ___
32. Motion to approve Abstract 14.(2018). ___ ___ ___
33. Motion to approve Abstract 1. (2019). ___ ___ ___
34. Motion to approve minutes from December 18th, 2018. ___ ___ ___
35. Motion to approve Supervisor's report , soft close for December. ___ ___ ___
36. Motion to authorize an interfund transfer from A Fund to DB Fund at a rate of 2% for the purchase of the 2019 Grader for the Highway department until it can be rolled over into the August 2019 BAN borrowing. ___ ___ ___
37. Motion to approve Permit issued report for December. ___ ___ ___
38. Motion to approve violations issued report for December. ___ ___ ___
39. Motion to approve B&G report for December. ___ ___ ___
40. Motion to approve Highway report for December. ___ ___ ___
41. Visitors comments
42. Motion to adjourn meeting at ____ p.m. ___ ___ ___