

**JANUARY 15, 2020
REGULAR TOWN BOARD MEETING**

Town Hall

7:00 P.M.

Dan Underhill, Deputy Supervisor led the pledge to the flag.

Roll Call

Present: Supervisor Post
Deputy Supervisor Underhill
Councilwoman Michalak
Councilman Zambito

Absent: Councilwoman White

Others

Present: Town Clerk Morasco

The Supervisor called the meeting to order at 7:02 P.M.

January 8, 2020 Organizational Meeting and January 8, 2020 Special Town Board Meeting:

Motion Deputy Supervisor Underhill, second Councilman Zambito to approve the minutes as written.

Ayes: Underhill, Zambito, Michalak, Post

MOTION CARRIED by unanimous vote (4-0)

RESOLUTION NO. 34:

Deputy Supervisor Underhill offered the following:

**ANNUAL PROFESSIONAL SERVICES AGREEMENT –
BETWEEN THE TOWN OF BATAVIA AND WENDEL FOR ANNUAL MAINTENANCE OF
THE GEOGRAPHICAL INFORMATIONAL SYSTEM (GIS)**

WHEREAS, Wendel Consulting Services LLC (Wendel), continues with additional GIS services such as program and website additions, additional training and software/hardware support which allows the advancement of the Town’s GIS needs; and

WHEREAS, Wendel has prepared a proposal (attached) as requested by the Town Engineer for the following:

Task 1 – Annual GIS Web Map Application Hosting	\$5,550.00 (lump sum)
Task 2 – GIS/GPS Support and Training	\$5,000.00 (time & expense)
Total Cost	\$10,550.00

and

WHEREAS, the Town Engineer recommends approval of these services to continue the Town’s advancement and fulfillment of its GIS needs as well as providing better service to our shared services partners; and

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NOW, THEREFORE, BE IT RESOLVED, the Batavia Town Board hereby authorizes the Supervisor to execute the agreement for services of Wendel Consulting Services, LLC, a copy of which is annexed and made part of the Town Board Minutes, for Annual GIS Web Map Application Hosting at a cost not to exceed ten thousand, five hundred, fifty dollars (\$10,550.00)

Second by: Councilwoman Michalak
Ayes: Underhill, Michalak, Zambito, Post
APPROVED by unanimous vote (4-0)

RESOLUTION NO. 35:

Supervisor Post offered the following:

**PROFESSIONAL SERVICES AGREEMENT –
BETWEEN THE TOWN OF BATAVIA AND WENDEL CONSULTING SERVICES
GIS PROPERTY INSPECTOR DEVELOPMENT**

WHEREAS, in 2015 the Town contracted with Wendel Consulting Services LLC (Wendel), to provide an integrated GIS based inspection software solution to assist us with all our inspection operations and documentation; and

WHEREAS, Wendel has prepared a proposal (attached) as requested by the Town Engineer and the Code Enforcement Officer to continue with the hosting, support and training of the GIS Property Inspector Application and will provide the following:

Task 1 – Annual Property Inspector Application Hosting \$4,000 (lump sum)

and

WHEREAS, the Town Engineer and Code Enforcement Officer recommends approval of these services for our internal needs and for providing better service to our shared services partners.

NOW, THEREFORE, BE IT RESOLVED, the Batavia Town Board hereby authorizes the Supervisor to execute the agreement for professional services with Wendel Consulting Services, LLC, a copy of which is annexed and made part of the Town Board Minutes, is hereby approved for the Annual Property Inspector Application Hosting at a cost not to exceed four thousand dollars (\$4,000.00); and be it further

RESOLVED, the expenditure will be appropriated from line items A3620.400 (50%), SS1-8120.400, SS2-8120.400 and SW-8340.400.

Second by: Councilwoman Michalak
Ayes: Post, Michalak, Zambito, Underhill
APPROVED by unanimous vote (4-0)

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RESOLUTION NO. 36:

Councilwoman Michalak offered the following:

AUTHORIZING BUDGET TRANSFERS FOR 2019

RESOLVED, the Batavia Town Board hereby authorizes the following Budget Transfers:

General Fund:

From	Amount	To
A1110.120 Justice Pers Svc OT	360.00	A1110.107 Justice Pers Svc PT
A1220.200 Supervisor Equipment	248.00	A1220.120 Supervisor OT
A1381.401 Fin Adv Projects	1500.00	A1381.400 Fin Adv Contractual
A1355.200 Tax Collector Equipment	5647.00	A1381.400 Fin Adv Contractual
A1680.200 Central Data Equipment	738.00	A1680.400 Central Data Contractual
A1989.400 Misc Expenses	316.00	A1940.400 Land Acquisition
A5132.402 Garage Other Operating Exp	1930.00	A5132.403 Garage Insurance
A8010.402 ZBA Training	215.00	A8010.401 ZBA Legal Fees
A8010.400 ZBA Contractual	14.00	A8010.401 ZBA Legal Fees
A8020.102 Planning Board Pers Svc	60.00	A8020.401 Planning Board Legal Svc
A9010.800 Retirement	1667.00	A9030.800 Social Security
A9060.800 Health Ins	1842.00	A9089.800 In lieu of
A1355.103 Assessor Pers Svc	219.00	A1355.100 Assessor Pers Svc
A1440.200 Engineering Equipment	957.00	A1440.120 Engineering OT
A3620.400 Bldg & Safety Contractual	194.00	A3620.120 Bldg & Safety OT
A5132.402Garage Other Op Exp	36.00	A5132.401 Garage Telephone
A8165.406 Superfund Post Maint	675.00	A8165.403Superfund Env Testing

Highway Fund:

From	Amount	To
DA5110.101 General Rep Pers Svc	3838.00	DA5110.100 General Rep Per Svc
DA5110.103 General rep OT	5431.00	DA5110.400 Gen Rep Contractual
DA5142.400 Snow Contractual	13,058.00	DA5130.400 Machinery Contractual
DA5142.400 Snow Contractual	283.00	DA5140.400 Brush & Weeds Contractual
DA5142.400 Snow Contractual	633.00	DA1380.400 Fiscal Agent
DA5142.400 Snow Contractual	220.00	DA1380.401Fiscal Agent
DA5142.400 Snow Contractual	14,339.00	DA9010.800 Retirement
DA9060.800 Health Ins	3,013.00	DA9010.800 retirement

Sewer District #1 Fund:

From	Amount	To
SS1-8120.102 Sanitary Sewers Pers Svc	2141.00	SS1-8120.120 San Swr OT
SS1-8120.108 San Swr Pers Svc	10,514.00	SS1-8120.400 San Swr Contractual
SS1-8110.403 Swr Admin Consulting	6,400.00	SS1-8130.400 Swr Treatment Contractual
SS1-8110.401Swr Admin Backflow	3,200.00	SS1-8130.400 Swr Treatment Contractual
SS1-8110.400 Swr Admin Contractual	2,590.00	SS1-8130.400 Swr Treatment Contractual
SS1-8120.200 San Swr Equipment	7,823.00	SS1-8130.400 Swr Treatment Contractual
SS1-8120.109 San Swr Pers Svc	3,681.00	SS1-8130.400 Swr Treatment Contractual
SS1-1910.400 Insurance	1,715.00	SS1-8130.400 Swr Treatment Contractual
SS1-8120.404 san swr Pump Repl	3,780.00	SS1-8130.400 Swr Treatment Contractual
SS1-9030.800 Social security	353.00	SS1-9010.800 retirement

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Sewer District #2 Fund:

From	Amount	To
SS2-8120.102 San Swr Pers svc	446.00	SS2-8120.120 San Swr OT
SS2-8120.108 San Swr Pers Svc	5,389.00	SS2-8120.400 San Swr Contractual
SS2-9030.800 Social security	353.00	SS2-9010.800 Retirement

Water District Fund:

From	Amount	To
SW8310.120 Wtr Admin OT	690.00	SW8310.401 Wtr Admin Backflow
SW8340.102 Trs Dist Pers Svc	7,132.00	SW8340.120 Trs Dist OT
SW8340.103 Trs Dist Pers Svc	620.00	SW8340.120 Trs Dist OT
SW8340.200 Trs Dist Equipment	21,504.00	SW8340.400 Trs Dist Contractual
SW8340.200 Trs Dist Equipment	439.00	SW8340.401 Trs Dist Legal
SW8340.200 Trs Dist Equipment	260.00	SW1910.400 Insurance
SW8340.108 Trs Dist Pers svc	14,322.00	SW9010.800 Retirement
SW8340.108 Trs Dist Pers svc	110.00	SW9089.802 Uniforms
SW8340.404 Replacement	173,426.00	SW8320.400 Source of Supply

Second by: Councilman Zambito
Ayes: Michalak, Zambito, Underhill, Post
APPROVED by unanimous vote (4-0)

RESOLUTION NO. 37:

Councilman Zambito offered the following:

TRAINING WORKSHOP

RESOLVED, the Batavia Town Board hereby authorizes the following personnel to attend training workshops:

Daniel Lang and Matthew Mahaney- Niagara Frontier Building Officials Education Conference January 27 – 29, 2020 in Cheektowaga. The cost for the conference if \$325.00 each.

Gregory Post, Paul Barrett, Greg Lang, Jamie Waff, and Kevin Finucane- WNY Water Works Conference February 12, 2020 at the Quality Inn in Batavia. The cost for the conference is \$30.00 each, plus annual dues of \$10.00 each.

Bruce Gerould and Jamie Waff- Finger Lakes Building Officials Educational Conference (FLBOA) March 9-11, 2020 at RIT. The cost for the conference is \$390.00 each. A Town vehicle will be used.

Rhonda Saulsbury- New York State Association of Realtors Business Meeting February 8 – February 13, 2020 in Albany, New York. The cost for the training, lodging, travel and meals is \$1,075.00.

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Marcy Crandall- NY Rural Water Association Water Training April 8, 2020 in Waterloo. The cost for the training is \$30.00. A Town vehicle will be used.

Kevin Finucane- Tractor Trailer Driver Class A 165 Hour Training Program at Genesee Valley Educational Partnership (formerly known as Genesee Valley BOCES). The cost for the training is \$2,035.00.

Paul Barrett, Kevin Finucane, Greg Lang, and Jamie Waff- NY Rural Water Association Water/Wastewater Training Session on Basic Electricity. The cost for the training is \$23.00 each.

Second by: Deputy Supervisor Underhill
Ayes: Zambito, Underhill, Michalak, Post
APPROVED by unanimous vote (4-0)

RESOLUTION NO. 38:

Deputy Supervisor Underhill offered the following:

**REVIEWED INCIDENT COMMAND SYSTEM
ORGANIZATIONAL CHART CONTACT LIST
EMERGENCY PREPAREDNESS PLAN**

WHEREAS, the Town of Batavia has an Emergency Preparedness Plan in place;

WHEREAS, the Incident Command System Organizational Chart Contact List of personnel names and phone numbers has been reviewed and updated to the contact list.

NOW, THEREFORE, BE IT

RESOLVED, the Batavia Town Board hereby has reviewed the Organizational Chart Contact List and it has been updated, a copy of which is annexed hereto and made a part of the minutes.

Second by: Councilwoman Michalak
Ayes: Underhill, Michalak, Zambito, Post
APPROVED by unanimous vote (4-0)

**TOWN OF BATAVIA
INCIDENT COMMAND SYSTEM
ORGANIZATIONAL CHART CONTACT LIST**

TOWN BOARD

	<u>HOME#</u>	<u>BUSINESS#</u>	<u>CELL#</u>
Gregory H. Post, Supervisor	343-2088	343-1729	716-474-3216
Daniel Underhill, Deputy Supervisor	344-3026	343-1729	585-356-5646
Sharon White	356-5306		585-356-5306
Chad Zambito	409-3558	343-1729	585-409-3558
Patti Michalak	343-7874	343-1729	585-813-8403

TOWN ATTORNEY

Andrew Meier 716-638-7026

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OPERATIONS SECTION COORDINATOR:

Fire Department-

Dan Coffey, T/Batavia Fire Chief	345-6370	585-414-5920
Scott Garlock, TOBFD President		585-746-1107
James Bouton, T/Batavia Deputy Fire Chief		585-409-3064
Donald Newton, Jr., E Pembroke Fire Chief		585-813-4033
Charles Chatley, E Pembroke 1 st Asst Fire Chief		585-356-4668
Steve Smelski, E Pembroke 2 nd Asst Fire Chief		585-356-0984

Law Enforcement

Genesee County Sheriff's Department	343-5000
New York State Police	343-2200

Highway Operations

Thomas Lichtenthal, Highway Superintendent	343-1729 ext 218	585-356-7153
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Public Utilities-Water/Wastewater

Steven Mountain, Town Engineer	343-2251	343-1729 ext. 220	585-755-6408
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Emergency Medical Services

United Memorial Center	343-6030
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PLANNING SECTION COORDINATOR:

Highway

Thomas Lichtenthal, Highway Superintendent	343-1729 ext 218	585-356-7153
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Town Engineer/Water&Wastewater

Steve Mountain	343-2251	343-1729 ext. 220	585-755-6408
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Code Enforcement/Fire Marshall

Daniel Lang	343-1729 ext 222	585-861-0878
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Assessor

Rhonda Saulsbury	343-1729 ext 207	585-297-2472
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Local Emergency Services

Genesee County Emergency Management	344-0078
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Local Planning Board

Kathy Jasinski, Chairman	762-8239	343-1729
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Local Health Department

Genesee County Health Department	344-8506
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LOGISTICS SECTION COORDINATOR:

Local Emergency Services

Genesee County Emergency Management	344-0078
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Highway Operations

Thomas Lichtenthal, Highway Superintendent	343-1729 ext 218	585-356-7153
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HOME#

BUSINESS#

CELL#

Town Clerk

Teressa M. Morasco	343-1729 ext 203	585-356-7867
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FINANCE/ADMINISTRATION SECTION COORDINATOR:

Fiscal Officer

Gregory H. Post, Supervisor	343-2088	343-1729	716-474-3216
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Town Accountant

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Laura Landers, Freed, Maxick & Battaglia		344-1967	
<u>Town Justices</u>			
Michael Cleveland	762-4200	343-1729 ext 216	585-813-5319
Thomas Williams	343-2764	343-1729 ext 216	585-300-3612
<u>Town Clerk</u>			
Teressa M. Morasco		343-1729 ext 203	585-356-7867

RESOLUTION NO. 39:

Supervisor Post offered the following:

APPROVAL OF CHANGE ORDER 2020-01
OPERATION & MAINTENANCE- TOWN OF BATAVIA
LANDFILL SUPERFUND SITE

WHEREAS, Arcadis is under contract with the Town of Batavia and the City of Batavia to provide Engineering Services at the Town of Batavia Landfill Superfund Site; and

WHEREAS, by agreement the Town of Batavia and City of Batavia are requested to fund the Operation and Maintenance activities at the Site; and

WHEREAS, Arcadis has submitted a letter detailing the scope of work and cost estimate for providing Operation and Maintenance Engineering Services at the Site for 2020, as follows:

Task 1	Inspections & Reporting	\$ 5,235.00
Task 2	Groundwater Sampling & Monitoring	\$13,240.00
Task 3	Emerging Contaminant Sampling & Reporting	<u>\$10,310.00</u>
Total Estimated Cost		\$28,785.00

; and

WHEREAS, the cost for the service is estimated at twenty-eight thousand, seven hundred eighty- five dollars (\$28,785.00), seventy-five percent (75%) to be incurred by the City of Batavia and twenty-five percent (25%) to the Town.

NOW, THEREFORE, BE IT

RESOLVED the Town of Batavia hereby authorizes the Supervisor to execute the Change Order Approval Form, a copy of which is annexed hereto and made part of the Town Board Minutes, for the Engineering Services to be performed by Arcadis, at an estimated cost of twenty-eight thousand, seven hundred eighty five dollars (\$28,785.00), seventy-five percent (75%) to be incurred by the City of Batavia and twenty-five percent (25%) to the Town.

Second by: Deputy Supervisor Underhill

Ayes: Post, Underhill, Michalak, Zambito

APPROVED by unanimous vote (4-0)

RESOLUTION NO. 40:

Councilwoman Michalak offered the following:

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PURCHASE OF NETWORK SMART SWITCHES

WHEREAS, the networking switches for the Town Hall and Highway Facility need to be upgraded; and

WHEREAS, Hurricane Technology recommended the purchase of one (1) 48 and one (1) 16 Port Gigabit Network Smart Switch and one (1) Fiber Adapter; and

WHEREAS, the Town Clerk received a quote from Amazon at a total cost of \$990.84.

NOW, THEREFORE, BE IT

RESOLVED, the Batavia Town Board hereby authorizes the purchase of one (1) 48 Port and one (1) 16 Port Gigabit Network Smart Switch and one (1) Fiber Adapter for a total cost of \$990.84 from Amazon, a copy of the quote is annexed hereto and made a part of the minutes; and be it

FURTHER RESOLVED, the expenditure will be from line item A1680.200.

Second by: Councilman Zambito
Ayes: Michalak, Zambito, Underhill, Post
APPROVED by unanimous vote (4-0)

RESOLUTION NO. 41:

Councilman Zambito offered the following:

**RESOLUTION TO AUTHORIZE PURCHASE OF
DESKTOP COMPUTERS
BUILDING DEPARTMENT, HIGHWAY SUPERINTENDENT,
ENGINEERING TECHNICIAN AND CONFERENCE ROOM**

RESOLVED, as part of the five year rotation plan for computer replacement and repurposing, the Batavia Town Board hereby authorizes the purchase of three (3) Dell OptiPlex 7770 AIO MLK Workstation Computers at a cost of \$1,299.57 each, for the conference room, building department, and highway superintendent, and one (1) Dell Precision 7920 Tower at a cost \$3,521.70 for the Engineer Technician, New York State Contract #56AHC, copies of the quotes are annexed hereto and made a part of the minutes; and be it further

RESOLVED, the expenditures will be appropriated from the following line items:

A1440.200	\$ 3,521.70
A1680.200	\$ 1,299.57
A3620.200	\$ 1,299.57
A5010.200	\$ 1,299.57

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Second by: Councilwoman Michalak
Ayes: Zambito, Michalak, Underhill, Post
APPROVED by unanimous vote (4-0)

RESOLUTION NO. 42:

Deputy Supervisor Underhill offered the following:

**RESOLUTION TO APPROVE AN INTERMUNICIPAL AGREEMENT BETWEEN THE
TOWN OF BATAVIA AND THE TOWN OF ALABAMA**

OWNERSHIP OF WATER FACILITIES

FOR TOWN OF ALABAMA WATER DISTRICT No. 2, PHASE 3

WHEREAS, the Town of Batavia has entered into agreements with Genesee County to be supplied with water and has developed a water distribution system of its own, and has authority to distribute water from its distribution system to customers, on behalf of other municipalities outside of the Town of Batavia, and

WHEREAS, the Town of Alabama is constructing a town-wide water distribution system consisting of approximately 255,200 linear feet of new 6-, 8- and 12-inch diameter water main, together with all related hydrants, valves, apparatus, conduits, pipes, casings, meters and manholes; to also include all interests in real property of any kind or nature to the extent assignable; and

WHEREAS, Alabama, in furtherance of this Project, has established Water District 2; and

WHEREAS, the Town of Alabama desires to install water mains along a portion of the east side of Macomber Road within the Town of Batavia municipal boundary as the location is better suited for the operation of the water system than the opposite side in the Town of Alabama; and

WHEREAS, the Town of Alabama will retain ownership of the water main and appurtenances, along with the responsibility for operation and maintenance by Alabama or its agent.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Batavia, New York, that the Supervisor is hereby authorized and directed on behalf of the Town of Batavia to execute a proposed "Intermunicipal Agreement For Ownership of Water Facilities For Town of Alabama Water District 2, Phase 3", a copy of which is annexed and made part of the minutes of the Town Board, and be it

FURTHER RESOLVED the Town of Alabama will retain ownership of the water main and appurtenances, along with the responsibility for operation and maintenance by Alabama or its agent.

Second by: Councilwoman Michalak

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Ayes: Underhill, Michalak, Zambito, Post
APPROVED by unanimous vote (4-0)

**INTERMUNICIPAL AGREEMENT FOR OWNERSHIP
OF WATER FACILITIES FOR
TOWN OF ALABAMA WATER DISTRICT No. 2, PHASE 3**

THIS AGREEMENT, made the _____ day of _____, 20____, by and among the TOWN OF BATAVIA, a Municipal Corporation of the State of New York, with offices located at 3833 West Main Street Road, Batavia New York 14020, (hereinafter “Batavia”); and the TOWN OF ALABAMA, a Municipal Corporation of the State of New York, with offices located at 2218 Judge Rd, Oakfield, NY 14125, (hereinafter “Alabama”); (hereinafter referred to collectively as the “Towns”).

W I T N E S S E T H:

WHEREAS, Batavia has previously entered into a Water Supply Agreement with the County of Genesee, whereby the County supplies an adequate quantity of water for use by Batavia’s residents who are obtaining water services, and

WHEREAS, Alabama has previously entered into a Water Supply Agreement with the County of Genesee, whereby the County supplies an adequate quantity of water for use by Alabama’s residents who are obtaining water services, and

WHEREAS, a townwide water distribution system will be constructed consisting of approximately 255,200 linear feet of new 6-, 8- and 12-inch diameter water main, together with all related hydrants, valves, apparatus, conduits, pipes, casings, meters and manholes, to also include all interests in real property of any kind or nature to the extent assignable, to be installed within Water District No. 2 as more fully described on the Boundary Map for said Water District No. 2 attached hereto as Exhibit A (hereinafter referred to collectively as the “Facilities” or the “Project”), and

WHEREAS, Alabama, in furtherance of this Project, has established Water District No. 2 (hereafter “Water District”), and

WHEREAS, Alabama desires to install water mains along a portion of the east side of Macomber Road (County Road 30) within the Town of Batavia municipal boundary as the location is better suited for the operation of the water system than the opposite side in the Town of Alabama.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is agreed as follows:

1. Alabama may construct the aforementioned water mains on the East side of Macomber Road (County Road 30), and will retain perpetual ownership of the water main and appurtenances, along with the sole responsibility for operation and maintenance.

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2. The owner(s) of any parcels inside the Town of Batavia shall have the option of connecting to the water main as an “Out-of-District” or future Town of Batavia Water District user at their sole cost and expense with the understanding that all fees including yearly user fees thereafter are the responsibility of the parcel owner.
3. Batavia agrees that service to other areas outside of the initial boundaries of the Water District shall comply with the requirements of any and all existing Water Supply Agreements with Genesee County and the Towns of Batavia and Alabama, and any amendments thereto.
4. There are no other Agreements or understandings, either oral or written, by and among the parties effecting this Agreement. No changes, addition or deletions of any portions of this Agreement shall be valid or binding upon the parties hereto, unless the same is approved in writing by the parties.
5. This Agreement may not be assigned by any party, in whole or in part, without the prior written consent of both parties.
6. This Agreement shall be binding upon and shall inure to the benefit of both of the parties hereto and their respective successors and permitted assigns.
7. This Agreement and any transactions by and between the parties hereunder shall be governed by, construed and interpreted in accordance with the Laws of the State of New York.
8. The parties shall execute such further instruments, documents or certificates as may be necessary or desirable to effectuate the purpose and intent of this Agreement.
9. No waiver of compliance with any provision or condition of this Agreement, and no consent provided for herein, shall be effective, unless evidenced by instrument in writing, duly executed by the parties sought to be charged therewith.
10. No failure on the part of either party to exercise and/or any delay in exercising any of its rights hereunder, shall operate as a waiver thereof, nor shall any single or partial exercise by either party of any right preclude any other or future exercise thereof or the exercise of any other right.
11. All the rights and duties of the parties created by this Agreement shall survive with respect to the services performed prior to such terminations.
12. This Agreement may be executed in several counterparts, each of which shall be an original and all which shall constitute the same instrument herein.

[REST OF PAGE INTENTIONALLY LEFT BLANK]

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IN WITNESS WHEREOF the parties have last signed this Agreement the day and year first written above.

TOWN OF BATAVIA (SEAL)

Gregory H. Post, Supervisor

TOWN OF ALABAMA (SEAL)

Robert Crossen, Supervisor

State of New York}

County of Genesee} ss.

On this _____ day of _____, 20____, before me, the undersigned, personally appeared Gregory H. Post, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

State of New York}

County of Genesee} ss.

On this _____ day of _____, 20____, before me, the undersigned, personally appeared Robert Crossen, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

Abstract No. 13-2019 and 1-2020: Motion Deputy Supervisor Underhill, second Councilman Zambito to authorize the Supervisor to pay the following vouchers:

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Abstract No. 13-2019:

General	\$24,622.83
Highway	6,428.03
Sewer No. 1	2,516.42
Sewer No. 2	6,927.39
Water	483,096.79
Ag Park Pump Station	2,725.00
Ellicott Trail	125,712.71
Total	\$652,029.17

Check numbers 22606 – 22618, 22620-22647, 22694 ACH: \$9,674.48

Abstract No. 1-2020:

General	\$345,605.58
Highway	27,439.92
Sewer No. 1	2,368.87
Sewer No. 2	3,265.39
Water	5,740.50
Batavia Fire District	1,074,075.00
Total	\$1,458,495.26

Check numbers 22661-22663, 22693 ACH: \$23,569.82

Ayes: Underhill, Zambito, Michalak, Post
MOTION CARRIED by unanimous vote (4-0)

DEPARTMENT REPORTS:

Supervisor's Report:

Status Report on expenditures and revenues is available for the Board's review.

GAM – meeting is tomorrow evening at 7:00 P.M. Hosted by the Town of Batavia and it will be held at the Batavia Town Hall.

COMMUNICATIONS:

The Town Clerk reported on the following:

December Town Clerk monthly report collected a total of \$8,312.10, remitted \$7,981.47 to the Supervisor for the Local Share.

Tax Collections- Tax collection is underway and have been coming in steady.

Records Management Grant- The grant work has been moving along. The software and

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equipment are all up and running and training on the Laserfiche electronic management program has been completed.

ADJOURNMENT:

Motion Councilwoman Michalak, second Deputy Supervisor Underhill to adjourn the Regular Town Board Meeting at 7:20 P.M.

Ayes: Michalak, Underhill, Zambito, Post

MOTION CARRIED by unanimous vote (4-0)

Respectfully submitted,

Teressa M. Morasco
Town Clerk