

January 11, 2024

REGULAR MEETING, TOWN OF THURMAN JANUARY 11, 2024

A meeting of the Town Board of the Town of Thurman, County of Warren and the State of New York was held at the town hall, 311 Athol Road, Athol, NY on the 11TH day of January 2024.

BOARD MEMBERS PRESENT:

Debra Runyon Supervisor
Randy Galusha Councilperson
Ed Brown Councilperson
Doug Needham Councilperson

BOARD MEMBERS ABSENT:

Charles Bills Councilperson

ALSO PRESENT:

Cynthia Hyde Town Clerk

Supervisor Runyon called the meeting to order at 4:30 pm with the pledge to the flag.

ROLL CALL

MOMENT OF SILENCE FOR WILLIAM ARNOLD AND MYRTLE BUYCE

RESOLUTION 16-2024

RESOLUTION TO APPROVE RESOLUTIONS #1-15

On a motion of Councilman Galusha, seconded by Councilman Brown, the following resolutions were

ADOPTED Ayes 4 Runyon, Galusha, Needham, Brown
 Nays 0

1. Designate Official Depositories

RESOLVED: Trustco Bank shall be the official depository. TD Bank accounts shall remain open until the final year end checks have been cleared and the final reconciliation has been completed.

2. **Designate Bank Signatories**
RESOLVED: Supervisor Debra Runyon and Deputy Supervisor Doug Needham shall be authorized to sign checks for all bank accounts.
3. **Designate Official Newspaper**
RESOLVED: The Post Star shall be the Official Newspaper
4. **Set Mileage Allowance Rate**
RESOLVED: An Employee's town business use of their personal vehicle shall be reimbursed at the 2024 IRS rate of 67 cents per mile.
5. **Set Returned Check Charge**
RESOLVED: The return check charge shall be \$35.00
6. **Designate Polling Place**
RESOLVED: Designating the Town Hall Meeting Room as the polling place.
7. **Authorize Official Bonding of Town Officials**
WHEREAS Town Law Section 25 requires the Town Board to set the amount of a Bond for Town Officers and Employees by Resolution
RESOLVED: that the Town Board establishes the following limits of insurance:
Supervisor \$60,000; Town Tax Collector \$60,000; Town Employees \$10,000
8. **Authorize Payment of Claims Prior to Audit**
RESOLVED: The Town Board authorizes the payment without prior audit of the following expenses: salaries, utility bills, fuel bills, telephone bills, postage and amounts due related to contracts for periods exceeding one year.
9. **Designate Official Town Holidays**
RESOLVED: Employees will observe the holidays listed: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve (half day), Christmas, New Year's Eve (half day) and a Floating Holiday.
10. **Resolution Authorizing Supervisor to sign Contracts**
RESOLVED: The Town Board authorizes the Supervisor to sign any documents necessary to effectuate the contracts listed below for the year 2024 and conduct the day to day operations of the town. Contracts that may come up throughout the year will be addressed at the Regular Town Board Meeting.

Adirondack Park Local Government Review Board
ASCAP
Chester Dog Shelter

Cedarwood Engineering
Health Officer Dr. Bryan Smead
Intermunicipal Agreement re: Solid Waste and Recycling Disposal and Hauling
Marshall Sterling
Miller Mannix Schachner & Hafner
Mountain Medical
Senior Transportation
Thurman Volunteer Fire Department
Warren County Local Tourism Agreement
Warren County Snow and Ice
Warren/Washington County Youth
Williamson Law Book

11. Approve Schedule of Appointments and Rates of Pay

RESOLVED: Approve the following Schedule of Appointments and Various Rates of Pay

Supervisor	\$ 31,200
Budget Officer	\$ 2,250
Town Clerk	\$ 28,408
Town Board (4 @ \$3,480)	\$ 13,920
Town Justice	\$ 6,375
Tax Collector	\$ 4,285
Highway Superintendent	\$ 54,632
Animal Control	\$ 3,345
Historian	\$ 600

12. Establish Investment of Surplus Funds Policy

RESOLVED: The Supervisor is authorized to invest surplus funds to earn interest for the accounts from which the invested funds are to be drawn.

13. Accept Town Procurement Policy

WHEREAS the Town of Thurman Procurement Policy was adopted on January 10, 2023 and no changes are required for 2024, be it

RESOLVED: The Town Board adopts the Procurement Policy pursuant to S104B of the General Municipal Law for 2024.

14. Accept Town Fund Balance Policy

WHEREAS the Town of Thurman Fund Balance Policy was adopted on January 10, 2023 and no changes are required for 2024, be it

RESOLVED: The Town Board adopts the Fund Balance Policy for 2024

15. Accept Town of Thurman Workplace Violence Prevention Plan

WHEREAS the Town of Thurman Workplace Violence Prevention Plan and Program was adopted on January 10, 2023 and no changes are required for 2024, be it

RESOLVED: The Town Board adopts the Workplace Violence Prevention Plan and Program for 2024.

DISCUSSION: Discussion ensued regarding holidays on the highway department union contract. It was noted that a contract with Warrensburg EMS was needed.

RESOLUTION 17-2024

RESOLUTION TO ESTABLISH THE LOCATION, DATE AND TIME OF REGULAR TOWN BOARD MEETINGS

On a motion of Councilman Brown, seconded by Councilman Needham, the following resolution was

ADOPTED Ayes 4 Runyon, Galusha, Needham, Brown
Nays 0

WHEREAS it is necessary to establish the location, date and time for regular town board meetings.

BE IT RESOLVED that the Town Board of the Town of Thurman meet at the Town Hall at 4:30 pm on the third Thursday of the month.

RESOLUTION 18-2024

RESOLUTION TO APPROVE THE FINAL CLAIMS FOR 2023

On a motion of Councilman Brown, seconded by Councilman Galusha, the following resolution was

ADOPTED Ayes 4 Runyon, Galusha, Needham, Brown
Nays 0

TOTAL OF ABSTRACT 13, GENERAL FUND, DEC 29, 2023 \$13,621.13

TOTAL OF ABSTRACT 13, HIGHWAY FUND, DEC 29, 2023 \$41,428.87

TOTAL CLAIMS FOR DEC 29, 2023 \$55,050.00

The board also approved the encumbrance of 2023 funds for the following - up to \$1300 for attendance at the annual association of Town's conference for one person which includes a room, registration and a bus seat, \$898.79 for a new computer for the town clerk's office and \$392.48 for a new printer and one toner for the town clerk's office.

DISCUSSION:

January 11, 2024

Discussion ensued regarding occupancy tax funds and using some of the funds for Thurman Connection Snowmobile Club's snowmobile trail upgrades and Thurman Connection Snowmobile Club's Blizzard Bash.

ADJOURN: On a motion of Councilman Needham, seconded by Councilman Galusha, the town board adjourned the meeting at 5:15 pm.

MOTION CARRIED Ayes 4 Runyon, Brown, Needham, Galusha
 Nays 0

Respectfully Submitted,

Cynthia Hyde, Town Clerk
January 24, 2024