

Town of German Flatts Organizational Meeting  
66 E. Main Street, Mohawk, New York 13407  
January 5, 2021

Present: Peter Rovazzi, Supervisor  
Scott Hendrix, Councilman via phone  
Ozzie Sterling, Councilman  
Penny Watkins, Councilwoman  
Andy Dutcher, Highway Superintendent  
Karl Manne, Town Attorney  
Pam Jones, Town Clerk  
Absent: John Brewer, Councilman  
Jack Fitzer, Deputy Supervisor

Also Present: See sign in sheet

Meeting call to order at 5:30pm by Rovazzi. Pledge of Allegiance was said by all.

MOTION by Watkins, seconded by Rovazzi to approve the December 16, 2020 minutes. Carried.

Rovazzi went over the following:

Board meetings are the 4th Wednesday of every month. Changes and special meetings will be advertised as needed and posted on the Town's Hall Bulletin board, Times Telegram Newspaper and Town's web site. Meetings will be held at the Town Community Center or via phone teleconferencing due to covid-19.

The Times Telegram will be the official newspaper.

Adirondack Bank will be the official depository.

Travel allowance will be \$.50 cents per mile.

Town Officials attending conferences reimbursed with receipts.

\$200.00 petty cash fund for Town Clerk, Assessor and Receiver of Taxes.

\$100.00 petty cash fund for Supervisor, Town Judge Stone and Town Judge Engert.

A service charge of \$20.00 will be imposed for all bad checks issued to the Town, however customers will be given 5 business days to correct their transaction before the service charge is imposed.

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Approval granted for use of Town issued cell phones for Supervisor, Codes and Highway Superintendent.

Utility bills are authorized to be paid as they become due in order to avoid paying late fees.

The longevity schedule is as follows: Applies to full time non-elected officials only:

- 5 Years (completed) \$500.00
- 10 Years (completed) \$1,000.00
- 15 Years (completed) \$1,500.00
- 20 Years (completed) \$2,000.00
- 25 Years (completed) \$2,500.00
- 30 Years (completed) \$3,000.00

Councilman John Brewer will refrain from voting on matters pertaining to Town Justice and Receiver of Taxes.

The following items marked with a \* include longevity awards. Marked with Ins. money taken in lieu of insurance.

Councilwoman, Pandora Watkins	\$5,475.00
Councilman, Arthur Sterling	\$5,475.00 - Ins. \$3,600.00
Councilman, John Brewer	\$5,475.00 - Ins. \$4,200.00
Councilman, Scott Hendrix	\$5,475.00
Justice of the Peace, Dan Engert	\$20,314.71 - Ins. \$3,600.00
Justice of the Peace, Jeffrey Stone	\$20,314.71
Court Clerk, Kathleen Brown	\$22,073.13 - *\$500.00
Traffic Violations, Jeffrey Stone	\$8,203.14
Supervisor, Peter Rovazzi	\$18,465.02
Supervisor's bookkeeper, Kathy Cloutier	\$27,846.00 - Ins. \$3,600.00
Deputy Supervisor, Jack Fitzer	\$1,000.00
Receiver of Taxes, Cherri Hyer	\$31,422.36
Budget Officer, Peter Rovazzi	\$28,506.96
Assessor, Susan Meeker	\$45,250.12
Assessor's Trainee, Amy Cloutier	\$29,465.00
Town Clerk, Pamela Jones	\$37,733.37
Deputy Town Clerk, Laura Madore	\$27,846.00
Town Attorney, Karl Manne	\$27,000.00
Property Clerk, Pamela Jones	\$400.00
Building Maintenance Helper, Charles Blauvelt Jr.	\$13.27 / hr *1027hours - \$13,628.50
Dog Control Officer, James Hawkins	\$7,855.02

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Superintendent of Highways, Andrew Dutcher	\$53,824.47
Deputy Supt. of Highways, John Kroll	\$4,000.00
Historian, Laura Madore	\$450.00
Codes Enforcer, Richard Sweeney	\$10,200.00
Registrar of Vital Statistics, Pamela Jones	\$200.00
Registrar of Vital Statistics, Laura Madore	\$200.00
Highway Department (full time)	\$21.12 per hour
Highway Department (Seasonal full time)	\$20.00 per hour

Highway Longevity as Follows:

John Kroll \$1000.00  
Jeromie LaBarge \$500.00

MOTION by Watkins, seconded by Sterling to pay off RAN 1 year note that will mature on January 6, 2021 in the amount of \$186,053.92 for the Crouch project. Carried

MOTION by Sterling, seconded by Watkins to approve the Official Undertaking for the Town of German Flatts. Carried

Board review the town of German Flatts Employee Policy Handbook and Town of German Flatts Highway Employee Policy Handbook. Sterling had some concerns with the highway vacation time being paid only for 8 hours and having to make up 2 hours when vacation falls on summer hours. Office personal having a 7 hour day and closing for lunch. Jones informed the board that the Town Clerk's Office does not close for lunch. The closing of Offices for 4 days for holidays (including weekend). Board moved to table approval of Employee Handbooks Policy to the next meeting.

Rovazzi informed the board that Receiver of Taxes, Hyer had an irate tax payer who was asked to put on a mask. Girls from the other offices came and asked the gentleman to leave. This is the second time this resident has cause problems in the offices. The police will be notified to record the incident.

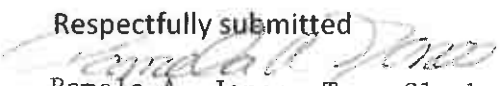
Dutcher asked about his cell phone, Rovazzi informed him that it should be here by this Friday.

Rovazzi still has not heard back from National Grid on light for the Community Center's parking lot.

MOTION by Watkins, seconded by Rovazzi to adjourn meeting at 6:36pm. Carried.

Next meeting will be Jan 27, 2021 at 5:30 pm, still not sure if it will be in person or virtual.

Respectfully submitted

  
Pamela A. Jones, Town Clerk  
Town of German Flatts