

Organizational Meeting

January 3, 2022

Minutes of the 2022 Organizational Meeting of the Town Board of the Town of Southport held at the Southport Town Hall, 1139 Pennsylvania Avenue on January 3, 2022.

The following were sworn in as newly elected officials:

Supervisor, Joseph Roman	4-year term
Council Member, Glenn Gunderman	4-year term
Council Member, Daniel Williams	4-year term
Highway Superintendent, Steven Renko	4-year term
Town Clerk, Carolyn Renko	4-year term

Members Present: Supervisor Joseph Roman, Council Members Glenn Gunderman, Daniel Hurley, Timothy Steed, Daniel Williams

Others Present: Code Enforcement Officer Peter Rocchi, Town Clerk Carolyn Renko, Deputy Town Clerk Marianne Schrom

The meeting was called to order by Supervisor Roman at 10:00 a.m., followed by the Pledge of Allegiance to the Flag of the United States of America.

Moment of Silence – Supervisor Roman

#### RESOLUTION NO. 1-2022

#### ELECTING SUPERVISOR AS CHAIRMAN OF TOWN BOARD

Resolution by: Gunderman  
Seconded by: Hurley

RESOLVED, that the Supervisor be and hereby is elected Chairman of the Town Board of the Town of Southport for fiscal year 2022.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 2-2022

CERTIFYING SUPERVISOR AS FISCAL OFFICER

Resolution by:           Gunderman  
Seconded by:            Steed

RESOLVED, that the Supervisor be and hereby is certified as Fiscal Officer of the Town of Southport and is authorized to sign all checks and fiscal papers.

AYES:                Gunderman, Hurley, Steed, Williams, Roman  
NOES:                None  
CARRIED.

RESOLUTION NO. 3-2022

DESIGNATING OFFICIAL NEWSPAPER

Resolution by:           Gunderman  
Seconded by:            Steed

RESOLVED, that pursuant to Section 64, Subdivision 11, of the Town Law, as amended that the ELMIRA STAR-GAZETTE be and hereby is designated as the official newspaper of the Town of Southport, Chemung County, New York.

AYES:                Gunderman, Hurley, Steed, Williams, Roman  
NOES:                None  
CARRIED.

RESOLUTION NO. 4-2022

FIXING TIME AND PLACE FOR TOWN BOARD MEETINGS

Resolution by:           Gunderman  
Seconded by:            Hurley

RESOLVED, that pursuant to Section 62 of the Town Law, as amended, the regular monthly meeting of the Town Board of the Town of Southport shall be held on the second Tuesday of each month at 7:00 p.m., at the Town Hall, 1139 Pennsylvania Avenue, Chemung County, New York, unless by resolution a different time or place be designated for the holding of such regular meeting, and be it further

RESOLVED, that the fourth Tuesday of each and every month is hereby established as a second monthly meeting for the purpose of transacting such business which cannot be held over until the next regularly scheduled monthly meeting and the Supervisor be and he hereby is directed to give the Town Board Members as much advance notice as possible for the matters which shall come on to be heard at such second monthly meeting, reserving however, the rights of all members to have special Town Board meetings called pursuant to the provisions of Section 62 of the Town Law, as amended.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 5-2022

DESIGNATING OFFICIAL DEPOSITORIES FOR THE TOWN FUNDS

Resolution by:       Gunderman  
Seconded by:       Steed

RESOLVED, that pursuant to Section 64 (1) of the Town Law and all other statues, rules and regulations made and provided therefore, the following financial institutions be and the same hereby are designated as official depositories for the following Town funds:

J.P. Morgan Chase Bank	General Fund Light Fund Fire Fund Temporary Investments ARPA Funds Health Reimbursement Account
Chemung Canal Trust Company	Trust & Agency Fund Highway Fund Town Clerk Receiver of Taxes Town Justices Code Enforcement Cemetery Temporary Investments
Five Star Bank	Temporary Investments
Community Bank	Temporary Investments

and be it further

RESOLVED, that pursuant to Section 64 (1) of the Town Law and all other statues, rules and regulations made and provided therefore, Chemung Canal Trust Company, J.P. Morgan Chase, Community Bank and Five Star Bank, be and the same hereby are designated as official depositories for the purpose of making temporary investments of Town funds, and be it further

RESOLVED, that there shall be no such funds so deposited or investments made until such time as there shall have been an Undertaking and Collateral Agreement entered into between the Town of Southport and said banks as required by Section 64 (1) of the Town Law as amended, together with all other statutes relative hereto, and which shall come on for the approval by this Town Board before any of the said funds are so deposited.

AYES: Gunderman, Hurley, Steed, Williams, Roman

NOES: None

CARRIED.

RESOLUTION NO. 6-2022

ESTABLISHING PETTY CASH FUNDS

Resolution by: Gunderman

Seconded by: Steed

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, there be and there hereby is established a petty cash fund for the Town Clerk for payment in advance of audit for proper itemized and certified bills for materials, supplies, and other office expenses furnished to such office for the conduct of affairs of such office and upon terms calling for payment upon delivery of materials and supplies, said petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, that there be and hereby is established a petty cash fund for the Receiver of Taxes for the conduct of the affairs of such office, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law as amended, there be and hereby is established a petty cash fund for the Code Enforcement Officer for payment in advance of audit for proper itemized and certified bills for materials, supplies and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, there be and hereby is established a petty cash fund for the Supervisor for payments in advance of audit for proper itemized and certified bills for materials, supplies, and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended, there be and hereby is established a petty cash fund for the Town Justices for payment in advance of audit for proper itemized and certified bills for materials, supplies and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00), and be it further

RESOLVED, that pursuant to Section 64, Subdivision 1-a, of the Town Law, as amended there be and hereby is established a petty cash fund for the Recreation Department for payment in advance of audit for proper itemized and certified bills for materials, supplies, and other office expenses furnished to such office for the conduct of affairs and upon terms calling for payment upon delivery of materials and supplies, such petty cash fund not to exceed the sum of ONE HUNDRED DOLLARS (\$100.00).

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 7-2022

FIXING MILEAGE ALLOWANCE

Resolution by:       Gunderman  
Seconded by:       Steed

RESOLVED, that pursuant to Section 102, Subdivision 1, of the Town Law, as amended, all officials and Town employees, while on official Town business shall be allowed mileage at a rate of .58.5 cents per mile.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 8-2022

APPOINTING TOWN CLERK AS RECEIVER OF TAXES AND ASSESSMENTS

Resolution by:       Gunderman  
Seconded by:       Steed

WHEREAS, the Town Board of the Town of Southport did on the 14<sup>th</sup> day of March 1961, duly adopt a resolution, subject to a permissive referendum, determining that the Office of the Receiver of Taxes and Assessments shall be an appointive office in the Town of Southport, and that the Town Board may appoint the Town Clerk of the Town of Southport as Receiver of Taxes and Assessments.

NOW THEREFORE BE IT RESOLVED, that this Town Board hereby appoints the Town Clerk as the Receiver of Taxes and Assessments in the Town of Southport, and be it further

RESOLVED, that such Receiver of Taxes and Assessments is hereby directed to deposit all funds so collected in Chemung Canal Trust Company, an official depository heretofore designated, in a checking account entitled TOWN OF SOUTHPORT RECEIVER OF TAXES, and be it further

RESOLVED, that such Town Clerk shall thereafter disperse such funds as provided by law.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 9-2022

AUTHORIZING APPOINTMENT OF DEPUTIES BY TOWN CLERK

Resolution by:       Gunderman  
Seconded by:       Steed

WHEREAS, the Town Clerk has advised this Town Board that it will be necessary for the Town Clerk to have three (3) Deputy Town Clerks to assist her from time to time throughout the year 2022 in performance of her duties as Town Clerk.

NOW THEREFORE BE IT RESOLVED, that upon the appointment of such deputies by the Town Clerk, or the appointment of any deputies thereafter by the Town Clerk, or the appointment of any deputy heretofore appointed, the Town Clerk shall immediately advise the Town Supervisor of the name or names of such deputies so appointed and be it further

RESOLVED, that after such appointment or appointments, the said deputies shall file the necessary oath of office and furnish a good and sufficient undertaking as provided by the Town Board and the laws made and provided therefore, and be it further

RESOLVED, that the Town Clerk shall designate one such Deputy Town Clerk for the year 2022 to conduct the affairs of her office during her absence therefrom, to act generally and in place of the Town Clerk, and be it further

RESOLVED, that nothing contained in this resolution shall prohibit or limit the Town Clerk in the performance of her duties in appointing a Deputy Town Clerk as provided in Section 30, Subdivision 10, of the Town Law, as amended.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 10-2022

SETTING PAY FOR TEMPORARY CLERICAL HELP

Resolution by: Hurley  
Seconded by: Gunderman

RESOLVED, that the Supervisor be and he hereby is authorized to hire a general office assistant to supplement whenever necessary in the offices of the Town of Southport and compensation for such assistant shall be set from the current minimum per hour wage to \$13.20 to \$18.54 per hour at the discretion of the Supervisor.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 11-2022

AUTHORIZING APPOINTMENT OF DEPUTY SUPERINTENDENT OF HIGHWAYS

Resolution by: Steed  
Seconded by: Hurley

RESOLVED, that pursuant to Resolution No. 33 duly adopted on January 3, 1967, establishing the office of Deputy Highway Superintendent, the Town Superintendent of Highways be and he hereby is directed to appoint such Deputy Superintendent of Highways to act generally for and in place of the Highway Superintendent, and be it further

RESOLVED, that upon the Highway Superintendent's failure to so appoint such Deputy within five (5 days) after a vacancy occurs in such office, the Town Board shall cause such appointment to be made, and be it further

RESOLVED, that such officers perform such duties as directed in Resolution No. 33 duly adopted on January 3, 1967, and as provided by law and that said Deputy Highway Superintendent shall act generally for and in place of the Highway Superintendent with no limitations.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 12-2022

FIXING PAY FOR TOWN OFFICERS AND EMPLOYEES

Resolution by: Gunderman  
 Seconded by: Williams

RESOLVED, that the Town Board of the Town of Southport does hereby fix the salaries of the following Town Officers and Town Employees for the year 2022 at the amount respectively stated, and that such salaries shall be payable at the times respectively specified as follows:

<u>Office</u>	<u>Official</u>	<u>Pay</u>	<u>Time</u>
Supervisor	Joseph Roman	\$36,050.00	Biweekly
Deputy Supervisor	Kathleen Szerszen	\$10,000.00	Biweekly
Council Member	Glenn Gunderman	\$10,813.83	Biweekly
Council Member	Timothy Steed	\$10,813.83	Biweekly
Council Member	Daniel Hurley	\$10,813.83	Biweekly
Council Member	Daniel Williams	\$10,813.83	Biweekly
Town Clerk	Carolyn Renko	\$69,671.09	Biweekly
Deputy Town Clerk	Karen Bachman	\$41,816.29	Biweekly
Deputy Town Clerk	Marianne Schrom	\$41,816.29	Biweekly
Town Justice	Joseph Holly	\$30,455.22	Biweekly
Town Justice	Steven Milford	\$30,455.22	Biweekly
Court Clerk, PT	Amy Masker	\$ 18.90	Hourly
Court Clerk	Jill Manchester	\$41,816.29	Biweekly
Assessor's Aide	Matt McCarthy	\$ 17.07	Hourly
Code Enforcement Officer	Peter Rocchi	\$63,357.39	Biweekly
CEO Seasonal PT	Dale Balmer	\$ 26.74	Hourly
Permit Clerk	Michelle Murray	\$41,816.29	Biweekly
Highway Superintendent	Steven Renko	\$74,936.68	Biweekly
Deputy Highway Sup' t	Aaron Smith	\$ 2,476.97	Quarterly
Director of Recreation	Ivan Purifoy	\$52,000.00	Biweekly
Recreation Attendant	William Evans	\$ 16.73	Hourly
Brush Lot Attendant	Charles Rockwell	\$ 17.00	Hourly
School Traffic Officer		\$ 9,833.94	Biweekly
School Traffic Officer (Leland)		\$11,562.88	Biweekly
School Traffic Officer (Broadway)		\$10,698.67	Biweekly
School Traffic Officer (Sub Leland)		\$ 44.48	Daily
School Traffic Officer (Sub B-way)		\$ 41.15	Daily
School Traffic Officer (Sub)		\$ 37.80	Daily
School TO Hired after 1/1/08		\$ 7,380.23	Biweekly
School TO Leland Hired after 1/1/08		\$ 9,103.96	Biweekly
School TO Broadway/Haskell Hired after 1/1/08		\$ 8,277.36	Biweekly
STO Sub Hired after 1/1/08		\$ 28.39	Daily



STO Sub Hired after 1/1/08 Leland	\$	35.02	Daily
STO Sub Hired after 1/1/08 B-way	\$	31.72	Daily
Lead Crossing Guard Loren Nordin	\$	41.20	Biweekly

AYES: Gunderman, Hurley, Steed, Williams, Roman  
 NOES: None  
 CARRIED.

RESOLUTION NO. 13-2022

FIXING PAY FOR HIGHWAY EMPLOYEES PER CONTRACT

Seconded by: Hurley  
 Seconded by: Gunderman

RESOLVED, that the following rates of pay be established with the majority acceptance of the Highway Contract for employees of the Highway Department for the year 2022, at an amount respectively stated, and that such salaries be payable at the times respectively specified as follows:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Time</u>
Aaron Smith	Equipment Operator #2	\$ 29.64	Hourly
Andrew Rohr	Equipment Operator #2	\$ 29.64	Hourly
Matthew Renko	Equipment Operator #2	\$ 29.64	Hourly
Joseph Nichols, Jr.	Equipment Operator #1	\$ 28.91	Hourly
Chad Preston	Equipment Operator #1	\$ 29.92	Hourly
Gordon Manchester	Equipment Operator #1	\$ 26.44	Hourly
Michael Reese	Equipment Operator #1	\$ 24.38	Hourly

AYES: Gunderman, Hurley, Steed, Williams, Roman  
 NOES: None  
 CARRIED.

RESOLUTION NO. 14-2022

PROVIDING COMPENSATION FOR MEMBERS OF PLANNING BOARD AND BOARD OF APPEALS

Resolution by: Gunderman  
 Seconded by: Hurley

RESOLVED, that pursuant to Section 271 of the Town Law, as amended, each Planning Board Member with the exception of the Chairman and Vice Chairman, shall receive compensation in the amount of FORTY-FIVE DOLLARS (\$45.00) for each meeting of the Planning Board which such member attends whether the same shall be a regular or special meeting duly called. Such compensation shall be paid only upon due presentation of a verified claim form upon which shall be endorsed the approval of the Chairman and Vice Chairman of the Planning Board, and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Chairman of the Planning Board shall receive compensation in the amount of FIFTY-FIVE DOLLARS (\$55.00) for each meeting of the Planning Board which such Chairman attends whether the same shall be a regular or special meeting duly called, and that such compensation shall be paid only upon due presentation of a verified claim form upon which shall be endorsed the approval of the Chairman or the Vice Chairman of the Planning Board, and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Vice Chairman of the Planning Board shall receive compensation in the amount of FIFTY DOLLARS (\$50.00) for each meeting of the Planning Board which such Vice Chairman attends whether the same shall be a regular or special meeting duly called, and that such compensation shall be paid only upon due presentation of a verified claim form upon which shall be endorsed by the approval of the Chairman or the Vice Chairman of the Planning Board, and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that pursuant to Section 267 of the Town Law, as amended, each Board of Appeals member shall receive compensation in the amount of FORTY-FIVE DOLLARS (\$45.00) for each meeting of the Board of Appeals duly called which such member attends. Such compensation shall be paid only upon due presentation of a verified claim form upon which there shall be endorsed the approval of the Chairman or Vice-Chairman of the Board of Appeals and shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Chairman of the Board of Appeals shall receive compensation in the amount of FIFTY-FIVE DOLLARS (\$55.00) per meeting heretofore provided, and that such compensation shall be paid upon due presentation of a duly verified claim form upon which there shall be endorsed the approval of the Chairman and Vice Chairman of the Board of Appeals and which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that the Vice Chairman of the Board of Appeals shall receive compensation in the amount of FIFTY DOLLARS (\$50.00) per meeting theretofore provided, and that such compensation shall be paid upon due presentation of a duly verified claim form upon which there shall be endorsed the approval of the Chairman and Vice Chairman of the Board of Appeals which shall thereafter come on for audit and payment semiannually pursuant to Local Law #2 of 1989, and be it further

RESOLVED, that all compensation heretofore authorized to be paid shall not exceed in all the budgetary appropriations heretofore made at the time of the annual approval of the budget for the fiscal year January 2022.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 15-2022

AUTHORIZING EMPLOYMENT OF SECRETARY TO PLANNING BOARD, BOARD OF APPEALS, BOARD OF ASSESSMENT REVIEW AND CEMETERY COMMISSION

Resolution by:           Gunderman  
Seconded by:           Williams

RESOLVED, that the Planning Board, Board of Appeals, Board of Assessment Review and Cemetery Commission be and they hereby are authorized to appoint a secretary or a clerical assistant, which secretary or clerical assistant, if not otherwise the Permit Clerk for the Town of Southport Planning Board, shall be compensated for the Planning Board and Board of Appeals at a rate of NINETY DOLLARS (\$90.00) and the Secretary to the Cemetery Commission shall be compensated at the rate of SIXTY-FIVE DOLLARS (\$65.00) and the Secretary to the Board of Assessment Review shall be compensated ONE HUNDRED DOLLARS (\$100.00), which is to be paid from budgetary appropriations as established by the Town Board, and that the Supervisor is directed to make payment therefore upon receiving a warrant which shall have marked thereon the approval of the appropriate Chairman of such Board or Commission.

AYES:               Gunderman, Hurley, Steed, Williams, Roman  
NOES:               None  
CARRIED.

RESOLUTION NO. 16-2022

SETTING SALARIES OF MEMBERS OF BOARD OF ASSESSMENT REVIEW

Resolution by:           Steed  
Seconded by:           Williams

RESOLVED, that pursuant to Section 1524 (a) of the Real Property Tax Law, as amended, this Town Board hereby establishes the salaries of the members of the Board of Assessment Review to be at the rate of ONE HUNDRED FIVE DOLLARS AND 00/100 (\$105.00) per day for the duties to be performed on Grievance Day, as established by law, and FIFTY-TWO DOLLARS AND 50/100 (\$52.50) per day (s) or fraction of a day for duties performed by members of such Board of Assessment Review if it is found that the duties to be performed by such Board cannot be completed on Grievance Day as established by law.

AYES:               Gunderman, Hurley, Steed, Williams, Roman  
NOES:               None  
CARRIED.

RESOLUTION NO. 17-2022

AUTHORIZING PURCHASES BY HIGHWAY SUPERINTENDENT

Resolution by:           Gunderman  
Seconded by:            Steed

RESOLVED, that the Highway Superintendent be and he hereby is authorized and directed to make any necessary purchases of tools, small equipment, and implements without prior approval of the Town Board up to TWENTY-FIVE HUNDRED DOLLARS AND 00/100 (\$2,500.00) per year limit.

AYES:                Gunderman, Hurley, Steed, Williams, Roman  
NOES:                None  
CARRIED.

RESOLUTION NO. 18-2022

ESTABLISHING HOLIDAYS FOR CERTAIN TOWN EMPLOYEES

Resolution by:           Gunderman  
Seconded by:            Williams

WHEREAS, Section 92 of the General Municipal Law, as amended, authorizes the governing board of a town to establish with pay, vacations, sick leaves of absences to the Officers or Employees of the Town and to adopt rules and regulations in relation thereto, and

WHEREAS, the Town Board of the Town of Southport has determined that it is in the best interest of the Town to establish holidays for the calendar year for all full-time permanent employees that are not covered by a contract.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport does hereby grant with pay its full-time permanent employees who are not covered by a written contract the following holidays:

New Year's Day	Labor Day
Martin Luther King's Day	Columbus Day
President's Day	Veteran's Day
Good Friday	Thanksgiving Day & Friday immediately following
Memorial Day	Christmas Day
4 <sup>th</sup> of July	December 23, 2022 in exchange for 2/18/22

RESOLVED, that the Town Board of the Town of Southport does also grant to each full time permanent Employee three additional Holidays which shall be commonly known as “Roving Holidays” and another day which shall be the Employee’s birthday, the date for the observance of any one of these holidays to be chosen by the Employee upon the condition that the Employee shall first give at least (5) days advance notice to the Employee’s Supervisor who shall reserve the right, in the Supervisor’s sole discretion, to deny such request if, in the Supervisor’s opinion, an emergency exists or workloads are such that the Supervisor cannot approve the request for the Employee’s absence without interfering with the conduct of the department in which the Employee works.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 19-2022

DIRECTING HIGHWAY SUPERINTENDENT TO PREPARE TOWN HIGHWAY FUNDS AGREEMENT

Resolution by:       Steed  
Seconded by:       Hurley

WHEREAS, the Town Board of the Town of Southport is considering the expenditure of Town funds for the repair and improvement of highways within the Town,

NOW THEREFORE BE IT RESOLVED, that Steven Renko, Highway Superintendent, be and he hereby is directed and authorized to prepare a proposed Agreement for the expenditure of such funds for the repair and improvement of Town highways, and be it further

RESOLVED, that said proposed Agreement is to be reviewed by the Town Board prior to execution.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 20-2022

APPROVING THE CONTINUITY OF GOVERNMENT IN THE EVENT OF A DISASTER

Resolution by:       Gunderman  
Seconded by:       Williams

RESOLVED, by the Town Board of the Town of Southport, County of Chemung, and State of New York, pursuant to Section 24, Article 28, of the Executive Law of the State of New York, as amended, that the following elected officials in order as stated:

Joseph Roman	Supervisor
Kathleen Szerszen	Deputy Supervisor
Glenn Gunderman	Council Member
Daniel Hurley	Council Member
Timothy Steed	Council Member
Daniel Williams	Council Member
Carolyn Renko	Town Clerk
Steven Renko	Highway Superintendent

be and they are authorized to declare an emergency and disaster area in the event of a disaster in the Town of Southport for and on behalf of the Town of Southport, a public entity established under the laws of the State of New York.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 21-2022

AUTHORIZING AMENDMENT OF THE LOCAL EMERGENCY PLAN FOR THE TOWN OF SOUTHPORT

Resolution by: Gunderman  
Seconded by: Steed

WHEREAS, the Town Board of the Town of Southport and the officials of the fire departments located within the Town of Southport have adopted a local emergency plan to be followed in the event of a disaster within the Town of Southport, and

WHEREAS, the local emergency plan must be amended and updated to reflect changes which have occurred within the Town of Southport.

NOW THEREFORE BE IT RESOLVED, that the Town Board amends the local emergency plan of the Town of Southport to reflect changes in personnel employed by the Town of Southport for the year 2022, and

RESOLVED, that the Town Clerk of the Town of Southport is hereby authorized and directed to make the appropriate personnel changes in the local emergency plan and to notify the appropriate governmental agencies and legal bodies.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 22-2022

AUTHORIZING SUPERVISOR TO APPOINT A DEPUTY SUPERVISOR

Resolution by:           Gunderman  
Seconded by:           Williams

RESOLVED, that the Supervisor be and he hereby is authorized to designate a Deputy Supervisor for the year 2022 to conduct the affairs of his office during his absence therefrom and is granted the power to act generally for and in place of the Supervisor, with no limitation, and be it further

RESOLVED that the Deputy Supervisor is hereby authorized to act generally for and in place of the Supervisor.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 23-2022

AUTHORIZING ADVANCEMENT OF FUNDS

Resolution by:           Steed  
Seconded by:           Williams

RESOLVED, that pursuant to Section 77-b of the General Municipal Law, all Town Officials and employees be and hereby are authorized to obtain advancement of funds for the expenditures for attendance at conferences, conventions and schools, and be it further

RESOLVED, that said advancement of funds for estimated expenditures be submitted to the Town Board and monies advanced in excess of actual expenditures be refunded, and be it further

RESOLVED, that authorization by resolution adopted in advance of attendance remains in effect in each and every aspect.

AYES:           Gunderman, Hurley, Steed, Williams, Roman  
NOES:           None  
CARRIED.

RESOLUTION NO. 24-2022

APPOINTING JOSEPH ROMAN AS AFFIRMATIVE ACTION OFFICER FOR THE TOWN OF SOUTHPORT

Resolution by:           Gunderman  
Seconded by:           Hurley

WHEREAS, the Town of Southport is in the process of applying for various grants that would benefit the Town of Southport, and

WHEREAS, the awarding of some of the grants to the Town of Southport are conditioned upon the Town of Southport having an equal opportunity policy and an Affirmative Action Officer.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport, in regular session duly convened, does hereby appoint Town Supervisor Joseph Roman, to be the Affirmative Action Officer for the Town of Southport, with among other duties the power to enforce the Town's equal opportunity policy.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 25-2022

ACCEPTING HIGHWAY EMPLOYEE CONTRACT

Resolution by: Steed  
Seconded by: Hurley

WHEREAS, this Town Board has met with the employees of the Highway Department of the Town of Southport and in doing so negotiated the terms of a public employee's contract for employees of the Highway Department of the Town of Southport for the fiscal year 2022, and

WHEREAS, the members of this Town Board and a majority of the employees of the Highway Department of this Town have agreed upon the provisions to be contained in said employee's contract for such year,

NOW THEREFORE BE IT RESOLVED, that the Highway Employee's Contract containing the signatures of the members of this Town Board and the majority of the employees of the Highway Department of the Town of Southport be and the same hereby is ratified in each and every aspect as contained therein, and the same is referred to as if set forth at length in this resolution, such contract to be subject to the review and approval of the Attorney for the Town.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.



RESOLUTION NO. 26-2022

APPOINTING MICHAEL HILLS AS ALTERNATE SCHOOL TRAFFIC OFFICER

Resolution by: Steed  
Seconded by: Gunderman

RESOLVED, that pursuant to Section 208-A of the General Municipal Law, as amended, Michael Hills, be and he hereby is appointed Alternate School Traffic Officer, effective January 3, 2022, and that his duties be limited to acting Alternate School Traffic Officer and assisting at school crossings prior to the opening and closing of schools.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

RESOLUTION NO. 27-2022

ACCEPTING PROPOSAL OF MOORE & WOODHOUSE, LLP TO PROVIDE LEGAL COUNSEL TO THE TOWN OF SOUTHPORT

Resolution by: Gunderman  
Seconded by: Williams

WHEREAS, Kimberlee Balok Middaugh Esq. with the law firm Sayles & Evan performs legal services for the Town of Southport and due to a conflict related to her elected position as Town Justice for the Town of Elmira is now unable to further perform any prosecutorial duties for the Town of Southport which include the enforcement of the town code, local laws or dangerous dog proceedings; and

WHEREAS, the Town of Southport Town Board wishes to engage the law firm of Moore & Woodhouse, LLP for Attorney Stephen R. Hoffman to perform these prosecutorial duties; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Southport Town Board, County of Chemung, State of New York hereby agrees to engage the legal services of Attorney Stephen R. Hoffman with Moore & Woodhouse, LLP to perform prosecutorial duties on behalf of the Town in accordance with the terms set forth in the proposal for professional legal services dated December 27, 2021 for the year of 2022; and

BE IT FURTHER RESOLVED, that the Town of Southport Town Board authorizes the Town Supervisor to execute all documents and take any action necessary to effectuate the engagement of Moore & Woodhouse, LLP for the legal services of Attorney Stephen R. Hoffman.

AYES: Gunderman, Hurley, Steed, Williams, Roman  
NOES: None  
CARRIED.

2022 APPOINTMENTS

<u>By Supervisor:</u>	Deputy Supervisor	Kathleen Szerszen
<u>By Town Clerk/Receiver of Taxes:</u>	Deputy Town Clerks	Karen Bachman Marianne Schrom Matthew McCarthy
<u>By Highway Superintendent:</u>	Aaron Smith	

The Investment Policy was reviewed and no changes were recommended by the auditors.

Motion was made by Council Member Gunderman, seconded by Council Member Hurley to adjourn the meeting.

The meeting was adjourned at 10:18 a.m.

Respectfully Submitted,

Carolyn A. Renko  
Town Clerk