

Town of Starkey
Year End 2023
Organizational Meeting 2024

Members Present: George Lawson, Supervisor
Julie Dunkelberger, Councilperson
John Socha, Councilperson
Caryl Sutterby, Councilperson
Jeremy Hall, Councilperson (arrived @6:55 PM)

Also, Present: Ralph Warren, Highway Superintendent
Anthony DeStephen, Assessor
Christine Sutherland, Village of Dundee Clerk
Brian Shriver, Code Enforcement Officer
Robert Cooke, Resident

Recording Secretary: Candace Iszard, Town Clerk

The year-end / organizational meeting of the Town of Starkey Board held December 14, 2023, at the Starkey Town Hall, 40 Seneca Street, Dundee, Yates County, New York was called to order 6:30 pm by George Lawson, Supervisor.

Meeting night

Motion by: Caryl Sutterby, Councilmember

Seconded: John Socha, Councilmember

- Town Board

To continue to hold regular monthly meetings on the second Thursday of each month at 7:00 PM at the Town of Starkey Hall, 40 Seneca Street, Dundee, NY, and add the Monday immediately following if an additional meeting is needed, at 6:30 pm.

- Zoning Board of Appeals

To continue to hold meetings on the third Thursday of each month as needed at 7:30 PM at the Town of Starkey Hall, 40 Seneca Street, Dundee, NY.

- Planning Board

To continue to hold regular monthly meetings on the first Tuesday of each month at 7:30 PM at the Town of Starkey Hall, 40 Seneca Street, Dundee, NY.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby
Abstentions: None

Noes: None
Appr: 4-0

Banks

Motion: Caryl Sutterby, Councilmember

Seconded: John Socha, Councilmember

To use the Five Star Bank, and NY Class as depositories for funds with George Lawson, Supervisor and John Socha, Councilmember and Caryl Sutterby, Councilmember authorized to sign checks and other financial papers; Deposit limit set at \$2,000, 000 and further

BE IT RESOLVED that the Town Clerk is hereby authorized to sign checks related to the Town Clerk and Tax Collection accounts.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby
Abstentions: None

Noes: None
Appr: 4-0

Newspaper

Motion: George Lawson, Supervisor

Seconded: Julie Dunkelberger, Councilmember

A motion to use The Observer as the primary Town Official Newspaper for legal notices.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

BOARD MEMBER LIST FOR INFORMATIONAL PURPOSES

The following are the current board members and terms:

TOWN BOARD MEMBERS- 4 Year Term

GEORGE LAWSON, Supervisor
CARYL SUTTERBY
JEREMY HALL
JOHN SOCHA
JULIE DUNKELBERGER

TERM: 1/1/24 – 12/31/27
TERM: 1/1/24 – 12/31/27
TERM: 1/1/24 – 12/31/27
TERM: 1/1/22 – 12/31/25
TERM: 1/1/22 – 12/31/25

PLANNING BOARD MEMBERS- 7 Year Term

NOWEL FAUS
TIM SANAVAITIS
CHRISTINE HOPPLE
GWEN CHAMBERLAIN
RIVAK DAVIS
JAMES KROETCH
STEVEN FULKERSON

TERM: 3/10/2017 – 3/9/2024
TERM: 3/10/2018 – 3/9/2025
TERM: 3/10/2019 – 3/9/2026
TERM: 3/10/2020 – 3/9/2027
TERM: 3/10/2021 – 3/9/2028
TERM: 3/10/2022 – 3/9/2029
TERM: 3/10/2023 – 3/9/2030

ZONING BOARD MEMBERS –5 Year Term

WILLIAM LAWSON
R. HARLAN FULKERSON
FRED SHOEMAKER
EILEEN RUDAITIS
SAYRE FULKERSON (alternate)
JAIMI SHOEMAKER

TERM: 1/1/2019 – 12/31/2024
TERM: 1/1/2020 – 12/31/2025
TERM: 1/1/2021 – 12/31/2026
TERM: 1/1/2022 – 12/31/2027
TERM: 1/1/2022 – 12/31/2027
TERM: 1/1/2023 – 12/31/2028

BOARD OF ASSESSMENT REVIEW MEMBERS –5 Year Term

NEIL ALEXANDER
JERRY CADWELL
AIMEE BRENNAN
PETER HONSBERGER
STEVEN FULKERSON

TERM: 10/1/2023 – 9/30/2024
TERM: 10/1/2023 – 9/30/2025
TERM: 10/1/2023 – 9/30/2026
TERM: 10/1/2023 – 9/30/2027
TERM: 10/1/2023 – 9/30/2028

OTHER ELECTED/APPOINTED OFFICIALS -

CARRIE WOOD, Justice
RALPH WARREN, Highway Superintendent
ELENORE DEWITT, MD., Health Officer
BRIAN SHRIVER, Code Enforcement
TERESA GRADY, Real Property Appraisal Aide

TERM: 1/1/2022 – 12/31/2025
TERM: 1/1/2024 – 12/31/2025
TERM: 1/1/2022 – 12/31/2025
TERM: 1/1/2022 – 12/31/2025
TERM: 4/1/2023 – 02/28/2025

Appointments

Motion: Caryl Sutterby, Councilmember Seconded: Julie Dunkelberger, Councilmember
To approve the following 1-year appointments to run from 1/1/24 to 12/31/24:

Attorney for the Town	Graff Law Office, PLLC	Deputy Supervisor	Caryl Sutterby
Deputy Clerk	Amy Fleet	Deputy Highway Supt.	Quinn Sutherland
Historian	Kevin Oliver	Justice Clerk	Chelsey Chappell
Tax Collector	Candace Iszard	Deputy Justice Clerk	Samantha Clark
Deputy Registrar	Amy Fleet	Bite Complaint Officer	Thomas Morris
Planning and Zoning Board Secretary	Samantha Clark	Code Enforcement Officer	Brian Shriver
Scanning Technician	Amy Fleet	Fire Inspector	Brian Shriver

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 4-0

Board of Assessment Review

Motion by: John Socha, Councilmember

Seconded by: Caryl Sutterby, Councilmember

To reappoint Steven Fulkerson to the Board of Assessment Review for a term 10/01/2023 – 9/30/2028.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Motion by: John Socha, Councilmember

Seconded by: Caryl Sutterby, Councilmember

To appoint Steven Fulkerson as Chairperson of the Board of Assessment Review for a term of 1/1/24-12/31/25

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Planning Board

Motion by: George Lawson, Supervisor Seconded by: John Socha, Councilmember

To reappoint Nowell Faus to the Planning Board for the term of 03/10/2024- – 03/09/2031.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Motion by: George Lawson, Supervisor Seconded by: John Socha, Councilmember

To appoint Steven Fulkerson as Chairperson of the Planning Board for the term of 1/1/24-12/31/25

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Motion by: George Lawson, Supervisor Seconded by: John Socha, Councilmember

To appoint Tim Sanavaitis as Vice Chairperson of the Planning Board for the term of 1/1/24-12/31/25

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Zoning Board of Appeals

Motion by: Caryl Sutterby, Councilmember Seconded by: Julie Dunkelberger, Councilmember
To appoint William Lawson as Chairperson of the Zoning Board of Appeals for a term of 1/1/24-12/31/25.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby
Abstentions: None

Noes: None
Appr: 4-0

Wages and Salaries

Motion: Caryl Sutterby, Councilmember
To approve the following 2024 salaries:

Seconded: Julie Dunkelberger, Councilmember

Salaries 2024

Assessor	\$35,000
Real Property Appraisal Aide	\$36,500
Code Officer	\$46,620
Council person (4)	\$2,000
Health Officer	\$200
Highway Superintendent	\$63,000
Justice	\$22,000
Supervisor	\$12,000
Town Clerk/Tax Collector	\$40,000

Highway employees 2024

Quinn Sutherland (HEO), Deputy	\$25.30/hour
Jason Trank (HEO)	\$24.80/hour
Fred Cratsley (HEO)	\$24.80/hour
Randy Abbey (MEOL)	\$23.15/hour

Positions

Heavy Equipment Operators (HEO)	\$ 24.80/hour
Motor Equipment Operator Light (MEOL)	\$ 23.15/hour
Highway Deputy Superintendent	\$ 0.50/hour
Justice Clerk	\$ 20.00/hour
Deputy Supervisor	\$ 0.00/hour
Deputy Clerk	\$ 19.00 /hour
Website Management	\$ 2,000.00
Registrar of Vital Stats	\$ 450.00
Planning and Zoning Secretary	\$18.00/hour
Inside Custodian	\$ 45.00/occasion
Outside Custodian	\$ 20.00/hour
Clean-up	\$ 20.00/hour (2 times annually)

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby
Abstentions: None

Noes: None
Appr: 4-0

Motion: John Socha, Councilmember Seconded: Caryl Sutterby, Councilmember
To reimburse required training hours at a rate of \$10.00 for all board members. (Federal Minimum Wage \$7.25/hour)

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby
Abstentions: None

Noes: None
Appr: 4-0

Petty Cash

Motion: George Lawson, Supervisor

Seconded: Julie Dunkelberger, Councilmember

To renew the petty cash fund for the year 2024:

Planning Secretary	\$ 50.00
Clerk/Tax Collector/Registrar	\$100.00
Justice	\$100.00
<u>Zoning Officer</u>	<u>\$ 50.00</u>
TOTAL	\$300.00

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Mileage

Motion: John Socha, Councilmember

Seconded: Caryl Sutterby, Councilmember

To use the current IRS approved mileage rate to reimburse employees for use of their own car. (Currently \$0.65.5)

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Fees

Motion: George Lawson, Supervisor

Seconded:

Julie Dunkelberger, Councilmember

- Clerk

▪ Marriage license	\$17.50	▪ Photocopy	\$ 0 .25
▪ Certified copy	\$10.00	▪ Returned check fee	\$25.00
▪ Search for record	\$10.00	▪ Genealogical service	\$10.00 minimum

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby

Abstentions: None

Noes: None

Appr: 4-0

Motion: John Socha, Councilmember

Seconded: Julie Dunkelberger, Councilmember

- Code Enforcement (Planning and Zoning Fees)

▪ Building Permit	\$10.00 min.
▪ Building without permit	double normal fee
▪ Building Permit renewal	\$10.00 min.
▪ Cert of Occupancy	no chg
▪ Demolition Permit	no chg
▪ Camper Permit	\$10.00 yr.
▪ Fire Inspection	1 st no chg
	2 nd \$25.00
▪ Operating Permit	\$25.00
▪ Special Use Permit & Variances	\$100.00
▪ Zoning Board of Appeals App	\$100.00
▪ Wastewater System Permit	
• Tank	\$20.00
• Leach Field only	\$20.00
• Tank & Leach Field	\$40.00
▪ Zoning Book, Comprehensive Plan	\$15.00
▪ Subdivision Regulations	\$10.00
▪ Junkyard Storage Regulations	\$10.00
▪ Wastewater Regulations	\$10.00
▪ Fireworks Permit	\$25.00
▪ Tent Permit	\$10.00
▪ Solar	\$50.00
▪ Property Transfer Wastewater Inspection	\$50.00

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 5-0

Motion: Caryl Sutterby, Councilmember

Seconded: Julie Dunkelberger, Councilmember

RESOLUTION 48 -2023

RESOLVED, that the Town Board does hereby agree to the temporary assignment of its Justice, Carrie A. Wood, to preside in other town/villages courts in the seventh Judicial District as need arises during the year 2024 and approved the temporary assignment from other town/villages courts in the seventh Judicial District to its court as needed during the year 2024.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 5-0

Motion: George Lawson, Supervisor

Seconded: Caryl Sutterby, Councilmember

RESOLUTION 49-2023

RESOLVED, that the Town Board does authorize the supervisor to sign the Historical (B7140.4) agreement for the period January 1, 2024. through December 31, 2024.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 5-0

Motion: George Lawson, Supervisor

Seconded: Caryl Sutterby, Councilmember

RESOLUTION 50 -2023

To approve the following 4-year appointment to run from 1/1/24 to 12/31/27 for the position of Registrar of Vital Records Candace Iszard

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 5-0

Motion: Julie Dunkelberger, Councilmember

Seconded: Caryl Sutterby, Councilmember

RESOLUTION 51 -2023

RESOLVED, that the Town Board does authorize the supervisor to sign the Village of Dundee Summer Youth Program (B7301.4) agreement for the period January 1, 2024, through December 31, 2024.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 5-0

Motion: Julie Dunkelberger, Councilmember

Seconded: Jeremy Hall, Councilmember

RESOLUTION 52 -2023

RESOLVED that the Town of Starkey Board does hereby authorize Town Supervisor George Lawson, to sign the Animal Control Contract with Yates County Sheriff's Department.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Abstentions: None

Noes: None

Appr: 5-0

Motion: Julie Dunkelberger, Councilmember

Seconded: Jeremy Hall, Councilmember

RESOLUTION 53 -2023

RESOLVED, that this Town Board does hereby fix the 2022 employees health insurance contribution at 20 % of the annual premium as follows:

Simply Blue+ Gold 6 HDHP

- Single (A. DeStephen)
- Employee & Spouse (R. Abbey)

Employee Contribution

26 Pay periods / Year

\$75.41 / \$1960.68
\$150.82 / \$3,921.34

**Town Contribution to
HSA (split quarterly)**

\$1,440.00 (\$360.00)
\$2,880.00 (\$720.00)

Simply Blue+ Bronze 4 HDHP

- Employee & Spouse (R. Warren)
- Employee & Child (F. Cratsley)
- Family (Q. Sutherland & T. Grady)

26 Pay periods / Year

\$102.97 / \$2,677.34
\$87.53 / \$2,275.75
\$146.74 / \$3,815.23

\$8,300.00 (\$2,075.00)
\$8,300.00 (\$2,075.00)
\$8,300.00 (\$2,075.00)

This resolution replaces all prior policies and resolutions.

Duly put to a vote as follows:

Ayes: George Lawson, John Socha, Julie Dunkelberger, Caryl Sutterby, Jeremy Hall

Noes: None

Abstentions: None

Appr: 5-0

The minutes of this meeting will be offered for approval at the regular Town Board meeting, January 11th, 2024, at 7:00 PM.

The meeting adjourned at 7:01 pm by George Lawson.



Candace J. Iszard, Starkey Town Clerk