

THOSE PRESENT: Super C/ C/ C/ C/ Atty Acct Supt CEO
Residents _____ Visitors _____ Reporters _____

PLEDGE OF ALLEGIANCE: led by

REGULAR MEETING OPENED: @ ____:_____ PM

STATEMENTS FROM THE FLOOR (3 MINUTES MAX EACH):

A.

B.

C.

APPROVAL OF SALARIES FOR ELECTED OFFICIALS

Supervisor	\$9,085
Councilmember	\$3,975
Highway Superintendent	\$62,400
Town Justices	\$20,900
Town Clerk	\$31,200

BOARD OF ASSESSMENT REVIEW

The following members will continue to serve on the Board of Assessment Review with their terms expiring as so stated and with the appointment of Romaine Hohenstein to serve of the Board of Assessment Review:

Henry Hoisington	9/30/2026
Paul DeMarco	9/30/2027
Romaine Hohenstein	9/30/2028

APPOINT DEPUTY SUPERVISOR

Councilman Gentry appointed as Deputy Supervisor

Motion: C/ C/

APPOINT DEPUTY TOWN CLERK/DEPUTY TAX COLLECTOR

Town Clerk Schafer appoints Dana Mleczko as Deputy Town Clerk and Deputy Tax Collector.

Motion: C/ C/

APPOINT DEPUTY HIGHWAY SUPERINTENDENT

Highway Superintendent Feinen appoints John Magierski as Deputy Highways Superintendent at the rate of \$1 more per hour in addition to his hourly rate.

Motion: C/ C/

APPOINTMENTS AND SALARIES AS FOLLOWS:

Thomas Mleczko – Assessor	\$16,735.00/yr.
Board of Assessment Review	\$50.00/yr.
James Crowell – Code Enforcement Officer, Building Inspector	\$18,720/yr.
Jeffrey Feinen – Disaster Preparedness Official	\$515.00/yr.
Rebecca Schafer – Town Clerk	\$31,200.00/yr.
Rebecca Schafer – Tax Collector	\$2,600.00/yr.
Rebecca Schafer – Records Management	\$575.00/yr.
Rebecca Schafer – Registrar	\$300.00/yr.
Jeffrey Passafaro – Town Attorney (general matters)	\$***.00/hr.
Jeffrey Passafaro – Town Attorney (spec. dist. Litigation, & tax work)	\$***.00/hr.
Bahgat & Laurito-Bahgat – Bookkeeping Services	\$1,000/mo.
John Magierski (includes \$1.00/hr. for Dep. Hwy. Supt.	\$29. 15/hr.
Cole Szumigala	\$22.52/hr.
Daniel Dale	\$22.52/hr.
Mitchell Magierski	\$22.52/hr.
Jacob Purol	\$22.52/hr.
Mellody Lemiszko - Court Clerk	\$44,963/yr.
Deputy Court Clerk	\$____/hr.
Mark Dietzen – Court Officer	\$____/hr.
Leroy Franklin – Court Officer	\$____/hr.
Nicole Welka – Dog Control Officer	\$2,500/yr.
Holly Pilarski – Cleaner	\$25.00/hr.

Rick Cooper – Sheridan Bay Park Caretaker	\$4,000/yr.
Youth Recreation Director	\$_____/yr.

Resolution #1-1/2026 to accept appointments and salaries as listed above.

Motion: C/ C/

HOLIDAYS/CLOSING DAYS:

New Year's Day	Independence Day	Christmas and day after
Martin Luther King Jr.	Labor Day	Birthday (floating day
President's Day	Columbus Day	with proper notification
Good Friday	Veteran's Day	and approved by
Memorial Day	Thanksgiving and day	Highway Superintendent
Juneteenth	after	for highway employees)

Motion: C/ C/

TOWN PROCUREMENT POLICY

Resolution #2-1/2026 The Town Procurement Policy establishing internal policies and procedures governing all procurement of goods and services not subject to the bidding requirement of General Municipal Law Section 103, or any other law, originally adopted March 16, 1992 will remain in effect.

Motion: C/ C/

TOWN DEPOSITORY

M&T Bank designated as Town Depository

Motion: C/ C/

OFFICIAL NEWSPAPER AND POSTING LOCATIONS

The Observer is designated as the official newspaper for the Town.

Sheridan Town Hall will serve as the posting location for notices as required by law.

Motion: C/ C/

MILEAGE REIMBURSEMENT

The mileage reimbursement is set at \$.72 per mile for Town officials while on Town business, subject to Town Board approval.

Resolution #3-1/2026

Motion: C/ C/

TOWN PLANNING AND ZONING BOARD

RATE OF PAY

The Town Planning Board Chairperson and members be paid \$56.85 per meeting, \$10.00 more for chairman and secretary respectively for the year 2026, with each term expiring the first Monday (excepting holidays) in January of the year listed below.

MEMBERS	YEAR
Paul Wallenhorst	2026 - Secretary
Brian Aldrich	2027
John Yerico, Sr.	2028 - Chairman
Tom Hawk	2029
Steve Muck	2030

Resolution #4-1/2026

Motion: C/ C/

SUPERVISOR'S ANNUAL FINANCIAL REPORT

The Supervisor is directed to submit to the Town Clerk his annual financial report within ninety (90) days of the closed fiscal year, and send a copy of the report to the State

Comptroller, as required by Section 30 of the General Municipal Law. The Town Clerk shall cause summary of such report to be published within ten (10) days after receipt thereof in the official newspaper of the Town of Sheridan. This report will be in lieu of the annual report due January 30, 2026.

Motion: C/ C/

TOWN INVESTMENT POLICY

Maintain the Town's investment policy.

Motion: C/ C/

TOWN BOARD MEETING DATE & TIME

The regular monthly meeting of the Sheridan Town Board is held the second Wednesday of each month at the Town Community Center, 2777 Route 20, Sheridan, NY at 7:00 PM, unless otherwise notified.

The regular workshop meeting of the Sheridan Town Board will be held the fourth Wednesday of each month at the Town Hall, 2773 Route 20, Sheridan, NY at 7:00 PM, as needed.

Motion: C/ C/

POSTING OF ROADS

The Highway Superintendent is authorized to legally post roads and remove at his discretion as authorized in the vehicle and traffic law for the year 2026.

Motion: C/ C/

EXPENDITURES BY HIGHWAY SUPERINTENDENT WITHOUT PRIOR APPROVAL

Resolution #5-1/2026

WHEREAS, Section 142, Subdivision 1(a) of the Highway Law authorizes the Town Board to adopt a resolution permitting the Town Superintendent of Highways to purchase equipment, tools and implements without prior approval of the Town Board in an amount fixed by them, and

WHEREAS, it is determined by this board to be reasonable and proper in the best interest of the efficient functioning of the Highway Department, the Town Superintendent of Highways be granted permission to purchase such items without its prior approval, and amount not to exceed \$5,000.00.

NOW THEREFORE BE IT RESOLVED, that the Town Superintendent of Highways be and is hereby authorized to spend an amount not in excess of \$5,000.00 for the purchase of equipment, tools and implements without prior approval of the board.

Motion: C/ C/

HIGHWAY SUPERINTENDENT TO PURCHASE OFF OF OTHER MUNICIPALITIES

Resolution #6-1/2026

Authorization to the Highway Superintendent to accept and purchase highway materials, motor fuels, gravel, stone, black top, binder, and oil from and on other proper authorized municipal bids in municipalities in the County of Chautauqua and surrounding counties in New York State for the year 2026.

Motion: C/ C/

MUNICIPAL COOPERATION AGREEMENT FOR HIGHWAY PROJECTS & MAINTENANCE

Resolution #7-1/2026

WHEREAS, pursuant to New York State General Municipal Law, local governments are authorized to enter into municipal cooperation agreements for the performance among themselves or one of the other of their respective functions, and

WHEREAS, a county-wide "Mutual Aid" agreement for highway projects and maintenance has been developed to formalize the sharing of manpower, equipment and materials by municipalities in Chautauqua County, and

WHEREAS, the Mutual Aid Agreement provides that assisting municipalities shall be entitled to receive services of equivalent value at a later date from the municipality receiving their assistance,

THEREFORE, BE IT RESOLVED, that the Town Supervisor is hereby authorized and empowered to execute all documents necessary to confirm the Town of Sheridan's participation in the countywide Mutual Aid Agreement.

Motion: C/ C/

SUPERVISOR COMMITTEE APPOINTMENTS

YOUTH: Colleen Yerico

INSURANCE: Steve Roach, Colleen Yerico

MEMORIAL DAY: Town Clerk, Hwy. Supt. Joe White

TOWN FARM: Craig Sutton, Eric Gentry

PARK: Craig Sutton, Steve Roach

SAFETY: All Board Members

CEMETERIES: All Board Members

BUILDINGS AND GROUNDS: Craig Sutton

WATER DISTRICTS: Joe White, Steve Roach

INTERMUNICIPAL SHARING: Craig Sutton, Eric Gentry, Steve Roach

SOLAR: Steve Roach, Colleen Yerico, Eric Gentry

FINANCIAL AUDIT: Joe White, Craig Sutton

APPROVAL OF MINUTES OF LAST MONTH'S REGULAR MEETING:

C/ moved C/ seconded

ACCEPT FINANCIAL REPORT: C/ moved C/ seconded

APPROVAL TO PAY BILLS: C/ moved C/ seconded

*****Resolution #8-1/2026** to pay General fund voucher numbers 1 through 29 for a total of \$76,648.59, and Highway fund voucher numbers 1 through 19 for a total of

\$36,864.89, Special Districts voucher numbers 1 through 3 for a total of \$4,217.20, and Capital fund voucher numbers 1 through 4 for a total of \$736.83.

CORRESPONDENCE:

From Flock Safety request to install Automatic License Plate Reader Camera.

MONTHLY REPORTS:

JUSTICES ROMER AND SZUMIGALA report 113 Vehicle and Traffic Law cases received, 102 disposed of; 1 Transportation law case received; 1 Penal Law case received, 2 disposed of; and 1 Environmental Conservation Law disposed of for the month of December. A total of \$8,207.00 was collected and turned over for distribution.

CODE ENFORCEMENT OFFICER CROWELL reports 6 building permit applications, 1 public hearing, 9 certificates of occupancy, 6 certificates of compliance, 16 inspections on construction, 1 public safety inspection, 2 investigations on a complaint, 1 notice of violation, and 1 address change. 54 miles travelled, 97.5 hours worked, and took in a total of \$705.00.

HIGHWAY SUPERINTENDENT FEINEN reports

DOG CONTROL OFFICER WELKA reports

TOWN CLERK SCHAFER reports a total of \$350.25 taken in for the month of December. \$340.25 was turned over to the General Fund, \$10.00 was sent out to NYS Department of Ag and Markets for dog licenses. Tax Collection is in full swing. Last day to pay penalty free payment is February 6th.

COMMITTEE REPORTS:

North County Water:

Sheridan Bay Park:

Community Center:

OLD BUSINESS:

Motion to approve the use of town property for parking for Wicked Wine Run event.

NEW BUSINESS:

Motion to approve Flock Safety request to place traffic safety camera.

ANNOUNCEMENTS:

Next Workshop meeting January 28th at 7 pm.

Next Board meeting February 11th at 7 pm.

ADJOURNMENT: C/ moved C/ seconded Carried at : PM