

Supervisor Roach opened the Meeting of Sheridan Town Board at 6:55 PM in the Community Center. Those present: Councilwoman Yerico, Councilmen White, Sutton, and Gentry, Highway Superintendent Feinen and Code Enforcement Officer Crowell. There were 3 residents.

Councilman White led the Pledge of Allegiance

Supervisor Roach opened the floor to the public.

No members of the public were present.

Supervisor Roach closed the public comment section.

BOARD OF ASSESSMENT REVIEW

The Following members will continue to serve on the Board of Assessment Review with their terms expiring as so stated:

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

APPOINT DEPUTY SUPERVISOR

Councilwoman Yerico made a motion to appoint Councilman Gentry as Deputy Supervisor, seconded by Councilman White. Motion carried with a unanimous vote of “aye”.

APPOINT DEPUTY TOWN CLERK/DEPUTY TAX COLLECTOR

Town Clerk Schafer appoints Dana Mleczko as Deputy Town Clerk and Deputy Tax Collector at the hourly rate of \$21 an hour. Councilman Gentry made a motion to accept the appointment; Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

APPOINT DEPUTY HIGHWAY SUPERINTENDENT

Highway Superintendent Feinen appoints John Magierski as Deputy Highway Superintendent at the rate of \$1 more per hour in addition to his hourly rate. Councilwoman Yerico made a motion to accept the appointment. Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

APPROVAL OF SALARIES FOR ELECTED OFFICIALS

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

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 – 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) (special districts, litigation, and tax work)	\$190.00/hr. \$210.00/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	\$20.00/hr.
Mark Dietzen – Court Officer	\$21.00/hr.
Ronald Raczka – Court Officer	\$21.00/hr.
Nicole Welka – Dog Control Officer	\$2,500/yr.
Holly Pilarski – Cleaner	\$25.00/hr.
Rick Cooper – Sheridan Bay Park Caretaker	\$4,000/yr.

Councilwoman Yerico made a motion to accept the following appointments and pay rates. Councilman Gentry seconded the motion. Resolution #1/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Roach votes “aye”.

HOLIDAYS/CLOSING DAYS for offices:

New Year’s Day	Memorial Day	Columbus Day
Martin Luther King Jr.	Juneteenth	Veteran’s Day
President’s Day	Independence Day	Thanksgiving and day after
Good Friday	Labor Day	Christmas and day after

Councilwoman Yerico made a motion to accept the holidays/closing days. Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

TOWN PROCUREMENT POLICY

Councilman Gentry made a motion to accept 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. Councilwoman Yerico seconded the motion. Resolution #2/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Wik votes “aye”.

TOWN DEPOSITORY

Councilwoman White made a motion to designate M&T Bank as the Town Depository. Councilwoman Yerico seconded the motion. Motion carried with a unanimous vote of “aye”.

OFFICIAL NEWSPAPER AND POSTING LOCATIONS

Councilwoman Yerico made a motion to designate The Observer as the official newspaper for the Town; and that Sheridan Town Hall will serve as the posting location for notices as required by law. Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

MILEAGE REIMBURSEMENT

Councilman White made a motion to set the mileage reimbursement rate at \$.72 per mile for Town officials while on Town business, subject to Town Board approval. Councilman Gentry seconded the motion. Resolution #3/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Wik votes “aye”.

TOWN PLANNING AND ZONING BOARD

Supervisor Roach made a motion to set the rate of pay for 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 and with the reappointment of Paul Hawk to serve on the Town Zoning and planning Board.

Members as follows:

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

Councilman Gentry seconded the motion. Resolution #4/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Wik votes “aye”.

SUPERVISOR’S ANNUAL FINANCIAL REPORT

Councilwoman Yerico made a motion to direct the Supervisor 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. Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

TOWN INVESTMENT POLICY

Councilman White made a motion to maintain the Town’s investment policy. Councilwoman Yerico seconded the motion. Motion carried with a unanimous vote of “aye”.

TOWN BOARD MEETING DATE & TIME

Councilwoman Yerico made a motion to hold 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. Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

POSTING OF ROADS

Councilman White made a motion that 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. Councilman Gentry seconded the motion. Motion carried with a unanimous vote of “aye”.

EXPENDITURES BY HIGHWAY SUPERINTENDENT WITHOUT PRIOR APPROVAL

Councilman Gentry made a motion that 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.

Councilwoman Yerico seconded the motion. Resolution #5/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Roach votes “aye”.

HIGHWAY SUPERINTENDENT TO PURCHASE OFF OF OTHER MUNICIPALITIES

Councilman White made a motion to give 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. Councilman Gentry seconded the motion. Resolution #6-1/2025 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton

votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Roach votes “aye”.

MUNICIPAL COOPERATION AGREEMENT FOR HIGHWAY PROJECTS & MAINTENANCE

Councilman Gentry made a motion that 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 Highway Superintendent is hereby authorized and empowered to execute all documents necessary to confirm the Town of Sheridan’s participation in the countywide Mutual Aid Agreement.

Councilman White seconded the motion. Resolution #7-1/2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Feinen votes “aye” Councilman White votes “aye”, and Supervisor Wik votes “aye”.

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

MONTHLY FINANCIAL AUDIT: Joe White, Craig Sutton

START OF REGULAR MEETING

Copies of the Minutes from last month’s meeting had been distributed to all Town Board members prior to this meeting. Councilwoman Yerico made a motion to accept the minutes as reviewed. Councilman White seconded the motion. Motion carried with a unanimous vote of “aye”.

Copies of the Financial Report were also distributed prior to this meeting. Councilwoman Yerico made a motion to accept the Financial Report. Councilman Gentry seconded the motion. Motion carried with a unanimous vote of “aye”.

After having reviewed the bills, Councilman White made a motion to pay General Fund Vouchers 1 through 29 for a total of \$76,648.59, and Highway Fund Vouchers 1 to 19 for a total of \$36,864.89, Special District Vouchers 1 through 3 for a total of \$4,217.20, and Capital Project vouchers 1 through 4 for a total of \$736.83. Councilman Gentry seconded the motion. Resolution #8/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Wik votes “aye”.

CORRESPONDENCE:

From Flock Safety, a request in install an Automatic License Plate Reader Camera. Councilman Gentry made a motion to approve Flock Safety’s request to place a traffic safety camera with advisement for placement from the Highway Superintendent. Councilwoman Yerico seconded the motion. Motion passed with unanimous vote of “aye”.

MONTHLY REPORTS:

Justice Szumigala reports 113 Vehicle 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 of complaints, 1 notice of violation, and 1 address change. Traveled 54 miles and worked 97.5 hours. A total of \$705.00 was taken in for the month of December. The Niagara Frontier Building Officials Conference will be from the 26th to the 29th in Niagara Falls. The annual report has been sent out. CEO Crowell called some of wineries who hosted Wicked Wine 5K runs. Attorney Passafaro recommended the board to their due diligence with the approval.

Councilwoman Yerico made a motion to approve the use of town property for parking for the Wicked Wine Run event held at Liberty Vineyards. Councilman White seconded the motion. Resolution #9/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes “aye”, Councilman Sutton votes “aye”, Councilman Gentry votes “aye” Councilman White votes “aye”, and Supervisor Wik votes “aye”.

Highway Superintendent Feinen reports there were quite a few windstorms and trees down throughout town, they got cleaned up and pushed back outside of the right-of-way. Crews plowed snow, there is still one truck broke down in Erie, it has issues with the comuter and miscellaneous things that are in the process of being taken care of. The 10-wheeler is at DeMarco’s. We borrowed a truck from the Town of Dunkirk, we broke one of the shoes off of it. Consulted with Valley Fab to see if they had anything to retro-fit it to make it work, it will cost \$900. Went down and set the grade for the floor on the park on the park. It will match the finished floor of the pavilion. A porta toilet has been put down there for use during construction. St. George has been putting in stakes for the new water meter pits. With so many new highway employees Hwy. Supt. Feinen requested purchasing Carhart sweatshirts with the Town of Sheridan Logo on them at the cost of \$90 each; and t-shirts for \$12 each. Councilman

Gentry made a motion to purchase the sweatshirts and t-shirts, not to exceed \$600. Councilwoman Yerico seconded the motion. Resolution #10/1-2026 passed with the following roll-call vote: Councilwoman Yerico votes "aye", Councilman Sutton votes "aye", Councilman Gentry votes "aye" Councilman White votes "aye", and Supervisor Wik votes "aye". There was a pre-construction meeting for Sheridan Bay Park on Monday at the Town Hall. It was well attended, all the contractors were present. 3 people from the engineering firm were present as well as CEO Crowell, Councilman White, and Supervisor Roach. Jody Faulkner states someone from NYS Parks and Recreation reached out to her and they have a list of 10-12 additional items, paperwork items, and reports that they need. We got ahold of Chris Frees our contact with the engineering firm. Jody feels Chris will be able to come up with all of the information.

Dog Control Officer Welka would like to meet with the board to discuss the new shelter laws NYS put in place.

Town Clerk Schafer reported a total of \$350.25 was taken in for the month of December. \$340.25 was turned over to the General Fund and \$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 is February 6th.

COMMITTEE REPORTS:

Sheridan Bay Park: Pete Smith is set to start digging Monday morning, he will build a tent around everything and work inside it. He has heat blankets down on the ground.

NEW BUSINESS:

There is a hangup on the Host Community Agreement and the Decommissioning agreement for Sheridan II PV LLC solar field. Attorney Passafaro does not like the wording on some of it. That is in the process of getting sorted out. There should be more information by the workshop to discuss the next steps.

ANNOUNCEMENTS:

Next Workshop meeting will be January 28th at 7 PM.

Next Board meeting February 11th at 7 PM.

As there was no further business or discussion, Councilman White made a motion to adjourn the meeting. Councilwoman Yerico seconded the motion. Motion carried at 7:56 PM.