



Knox Town Board Minutes

January 1, 2022

2022 Reorganizational Meeting of the Town Board

P.O. Box 116 • Knox, New York • 12107 • Phone 518-872-2551 • www.knoxny.org

The meeting began at 10:00am followed by the Pledge of Allegiance.

Justice Donati completed the swearing in of elected officials:

- Town Supervisor Russell Pokorny
- Councilman Karl Pritchard
- Councilman Kenneth Saddlemire
- Town Clerk Traci Schanz
- Town Justice Timothy Francis
- Highway Superintendent Matthew Schanz
- Tax Collector Elizabeth Walk

Justice Donati completed the swearing in of Jim Schager, Deputy Highway Superintendent.

Present on this date:

- Supervisor Pokorny
- Councilman Cyr
- Councilman Pritchard
- Councilman Saddlemire
- Councilwoman Springer
- Highway Superintendent Schanz
- Town Clerk Schanz

Supervisor Pokorny stated there is a lot of work to be done within approximately 12 meetings during the year in which to get it done. He thinks about taking care of the roads, the transfer station, the Bicentennial Celebration and Pucker Street Fair, as well as the Youth. He is concerned about our youth as approximately 50% of our children are classified as living below the poverty line. There are several programs to serve our youth as well as our seniors. He stated there is concern from everyone in town wanting a gas station and convenience store. There is disaster preparation, the fire house, the protecting of the environment, the town park and support agriculture to consider. There are schools and libraries to support. He stated he was thinking of Niccolò Machiavelli who wrote The Prince this

morning. He stated the importance of the book is the ends justify the means. He believes on a smaller scale of the items listed above that they can be done, while being good to each other, become friends, being neighbors, working together; knowing it's okay not to vote together, but to discuss things in a civil way. He stated its not really that the ends justify the means, but the means are kind of the ends, in a family setting.

Supervisor Pokorny thanked outgoing Supervisor Lefkaditis for his six years of service and for being at the meeting today.

Consent Agenda:

a. Establish the Altamont Enterprise, a newspaper of general circulation, in the Town of Knox, as the official newspaper of the Town of Knox and that notices by law be published therein.

b. Establish that the Pioneer Bank and the Bank of Greene County be designated as depositories of all Town funds.

c. Empower the Town Supervisor to invest funds in designated depositories in the form of interest-bearing accounts as authorized by General Municipal Law section 11 and Education Law section 1604 and 1723-A and reserve funds as authorized by General Municipal Law section 86-F, Local Finance Law section 165.00 and Education Law section 36.52.

d. Establish that regular meetings of the Town Board be held the second Tuesday of each month at 7:00 p.m., with exception to the November meeting which shall be held Wednesday following Election Day (11/9/22), and that the meetings shall be held at the Knox Town Hall.

e. Empower the Town Supervisor in accordance with Section 1262 of the Tax Law as amended from time to time, and such other requirements as may be imposed by the Albany County Legislature, to implement the resolution adopted on April 25, 1970, by the Town Board, in relation to the Town's election to receive its distributive share of the proceeds of the additional sales tax during fiscal year 2022.

f. Authorize the Superintendent of Highways to purchase equipment, materials and tools for Highway Department use not to exceed \$5,000.00 without Town Board approval.

g. Establish the mileage reimbursement rate at \$0.585 per mile.

h. Authorize Supervisor to pay monthly expenses associated with Employee Health Insurance, NYS retirement, Justice Court Funds, and National Grid Lighting District, Health Insurances, Postage fees, Library fees, ALS and BLS services and Fire district fees.

RESOLUTION 001-2022 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to approve the consent agenda of items "a"- "h" as presented. This motion carried unanimously.

RESOLVED: to approve the consent agenda of items "a"- "h" as presented.

RESOLUTION ATTEMPTED- A motion was made by Councilman Cyr to remove item “w” from the town appointments, interrupted by conversation, no second received, not voted on.

RESOLUTION ATTEMPTED - A motion was made by Councilwoman Springer to remove item “d” from the town appointments, interrupted by conversation, no second received, not voted on.

After a brief discussion for clarity of what motions were on the table, Supervisor Pokorny asked Councilwoman Springer if she would like to amend her motion to include both items and she agreed to do so.

RESOLUTION 002-2022 - A motion was made by Councilwoman Springer seconded by Councilman Pritchard to exclude items “d” and “w” from the list of Appointments to Town Positions, to be voted on separately. This motion carried unanimously.

RESOLVED: to exclude items “d” and “w” from the list of Appointments to Town Positions, to be voted on separately.

Appointments to Town Positions:

- | | |
|----------------------------|---|
| a. Deborah Liddle | Clerk to the Justices |
| b. Matthew Schanz | Highway Superintendent |
| c. James Schager | Deputy Highway Superintendent |
| d. Gary Kleppel | Deputy Town Supervisor |
| e. Matthew Schanz | Highway Administrator |
| f. Catherine Bates | Account Clerk I (PT) |
| g. _____ | Deputy Tax Collector |
| h. _____ | Deputy Town Clerk |
| i. John McGivern | Court Bailiff |
| j. Nichole Salisbury | Dog Control Officer (PT) |
| k. Kenneth Saddlemire | Emergency Preparedness Coordinator |
| l. Traci Schanz | Registrar of Vital Statistics (PT) |
| m. _____ | Deputy Registrar of Vital Statistics |
| n. Charlotte Fuss | Senior Services Coordinator |
| o. _____ | Youth Services Coordinator |
| p. Dennis Barber | Historian |
| q. Daniel Sherman | Building Inspector (PT) |
| r. Richard Loucks | Assistant Building Inspector (PT) |
| s. Kenneth Saddlemire | Climate Smart Communities Coordinator |
| t. _____ | Park Laborer |
| _____ | Park Laborer |
| u. Jeremy Springer | Transfer Station Site Supervisor |
| _____ | Transfer Station Site Supervisor |
| v. Donald White | Alternate Transfer Station Attendant |
| _____ | Alternate Transfer Station Attendant |
| _____ | Alternate Transfer Station Attendant |
| _____ | Alternate Transfer Station Attendant |
| w. Javid Afzali | Town Attorney |
| x. Valerie Ackroyd | Minutes Recorder for Zoning Board of Appeals (PT) |

y. Tiffany Snyder	Minutes Recorder for Planning Board (PT)
z. Charles Crary	Equipment Operator I - \$23.50/ hr.
aa. James Schager	Equipment Operator II – \$21.50/hr. (as Dept. Highway Superintendent)
bb. Jeffrey Young	Equipment Operator I – \$18.56/ hr.
cc. Kevin Delligan	Equipment Operator II - \$21.50/ hr.
dd. Anthony Miller	Equipment Operator II – \$20.10/ hr.

RESOLUTION 003-2022 - A motion was made by Councilman Pritchard seconded by Councilman Saddlemire to accept all other Appointments to Town Positions excluding items “d” and “w”. This motion carried unanimously.

RESOLVED: to accept all other Appointments to Town Positions excluding items “d” and “w”.

Councilman Cyr discussed the possibility of adding Gina Cerutti as an Alternate Transfer Station Attendant, stating he and Councilman Saddlemire had interviewed her and she was very capable and interested in the job. Supervisor Pokorny stated he would like to add the three people that the Town let go five years ago, Joe, Dick and Mark, because they have the experience and believes Jeremy could use the help. Jeremy stated he felt this was not a wise decision for the town; that is has been proven that funds have been missing from the Transfer Station for years prior to him being hired. Supervisor Pokorny agreed to drop the topic for now, but not forever. Councilman Cyr would like to do some research. Councilwoman Springer reminded the Board that this discussion of personnel should take place in executive session.

RESOLUTION 004-2022 - A motion was made by Councilman Cyr seconded by Councilman Saddlemire to appoint Gina Cerutti to the Town position of Alternate Transfer Station Attendant. This motion carried unanimously.

RESOLVED: to appoint Gina Cerutti to the Town position of Alternate Transfer Station Attendant.

There was a brief discussion regarding the ongoing interview process for the Recycling and Trash Hauling position as well as the Town and Park Maintenance position. Supervisor Pokorny asked for clarification as to which funds (highway or general) these positions would be paid out of. Both Councilman Cyr and Councilman Saddlemire explained how the positions were now separated and would be paid from the general fund. This will be added to the 1.11.2022 agenda.

There was a discussion regarding the appointment of the Deputy Supervisor. Supervisor Pokorny stated he read the town law regarding this position and the Deputy would be responsible to sit in the Supervisor’s chair in his absence and sign checks for the Supervisor in his absence. Councilman Saddlemire stated the Deputy Supervisor currently oversees the Transfer Station in the Standard Operating Procedures. Supervisor Pokorny would like to change the Standard Operating Procedure so that he can appoint the Deputy Supervisor he wants. Supervisor Pokorny stated the Town Law states if the newly elected Supervisor doesn’t appoint a deputy within five days, the Board can appoint one for him, but he is willing to discuss this further at the next meeting if the Board is agreeable to waiting. While waiting for this discussion to take place at the next meeting on 1.11.2022, it was agreed that the current Deputy Supervisor, Councilman Cyr, would continue to oversee the Transfer Station. Supervisor Pokorny stated he appreciates Dennis’ efforts and knows he works hard at it.

RESOLUTION 005-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Saddlemire to suspend action on item “d”, Gary Kleppel, until the 1.11.2022 meeting. This motion carried unanimously.

RESOLVED: to suspend action on item “d”, Gary Kleppel, until the 1.11.2022 meeting.

There was a discussion regarding Javid Afzali for the position of Town Attorney. Supervisor Pokorny gave his reasons for wanting to hire Javid, stating he worked with him at the fire department, he is very available, forth coming and is a hometown guy, and liked his ethics. He stated Javid wanted to make sure all Board members were in agreement.

A motion was made by Supervisor Pokorny to appoint Javid Afzali as Town Attorney for a one-year appointment. No second was made, and further discussion was held regarding the salary and letter of engagement. Supervisor Pokorny withdrew his original motion and created a new motion due to the questions raised in the discussion.

RESOLUTION 006-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Saddlemire to postpone the discussion of Javid Afzali as Town Attorney, to be discussed in executive session today, and adding this position to the agenda for 1.11.2022. This motion carried unanimously.

RESOLVED: to postpone the discussion of Javid Afzali as Town Attorney, to be discussed in executive session today, and adding this position to the agenda for 1.11.2022.

Salary and Frequency of Payments for 2022:

a. Town Supervisor	16,672.00 / year paid Quarterly
b. Councilmen (4)	3,825.00 / year paid Quarterly
c. Town Justices (2)	10,143.00 / year paid Quarterly
d. Clerk to the Justice	17.11 / Hour paid Quarterly
e. Deputy Town Supervisor	No Salary
f. Account Clerk I PT	22.94 / Hour paid Bi-Weekly
g. Tax Collector	5,000.00 / year paid Quarterly
h. Deputy Tax Collector	13.27 / Hour paid Quarterly
i. Assessor I	12,608.00 / year paid Quarterly
j. Town Clerk	13,244.70 / year paid Quarterly
k. Deputy Town Clerk	13.27 / Hour paid Quarterly
l. Court Bailiff	3,000.00 / year paid Quarterly
m. Dog Control Officer	6,687.00 / year paid Quarterly
n. Emergency Preparedness Coordinator	222 .00 / year paid Quarterly
o. Registrar of Vital Statistics	1,618.00 / year paid Quarterly
p. Deputy Registrar of Vital Statistics	13.27 / Hour paid Quarterly
q. Superintendent of Highways	60,842.10 / year paid Bi-Weekly
r. Highway Administrator	5,000.00 / year paid Quarterly
s. Senior Services Coordinator	500.00 / year paid Quarterly
t. Youth Services Coordinator	500.00 / year paid Quarterly
u. Town Historian	726.00 / year paid Quarterly
v. Building Inspector (PT)	9,522.00 / year paid Quarterly
w. Assistant Building Inspector (PT)	4,096.00 / year paid Quarterly

- x. Alternate Transfer Station Attendants 14.96 Hourly paid Bi-weekly
- y. Transfer Station Site Supervisors 16.60 Hourly paid Bi-weekly
- z. Recycling and Trash Hauling job 20.10
- aa. Town and Park Maintenance job 20.10
- bb. Minutes Recorder (PT)(Zoning/Planning) 1,200.00 paid Quarterly
- cc. Highway Department Laborer 18.56 / hr. Starting rate 2022
- dd. Equipment Operator I 20.10 / hr. Starting rate 2022
- ee. Equipment Operator II 18.56 / hr. Starting rate 2022
- ff. Deputy Superintendent of Highways .60 additional/hr. paid Bi-weekly

RESOLUTION 007-2022 - A motion was made by Councilman Pritchard seconded by Councilman Cyr to approve the salary and frequency of payments for 2022 as presented. This motion carried unanimously.

RESOLVED: to approve the salary and frequency of payments for 2022 as presented.

Submission of Annual Financial Report: Instruct Town Supervisor to submit to the Town Clerk within 60 days after close of the 2022 fiscal year a copy of the Annual Financial Report submitted to the State Comptroller, pursuant to Section 30 of the General Municipal Law, and the Town Clerk shall thereafter cause a summary of said report to be published within ten (10) days of receipt thereof, in proper form, in the Official Town Newspaper; said report to be in lieu of the report required by Section 29(10) of New York State Town Law.

RESOLUTION 008-2022 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to Instruct Town Supervisor to submit to the Town Clerk within 60 days after close of the 2022 fiscal year a copy of the Annual Financial Report submitted to the State Comptroller, pursuant to Section 30 of the General Municipal Law, and the Town Clerk shall thereafter cause a summary of said report to be published within ten (10) days of receipt thereof, in proper form, in the Official Town Newspaper; said report to be in lieu of the report required by Section 29(10) of New York State Town Law. This motion carried unanimously.

RESOLVED: to Instruct Town Supervisor to submit to the Town Clerk within 60 days after close of the 2022 fiscal year a copy of the Annual Financial Report submitted to the State Comptroller, pursuant to Section 30 of the General Municipal Law, and the Town Clerk shall thereafter cause a summary of said report to be published within ten (10) days of receipt thereof, in proper form, in the Official Town Newspaper; said report to be in lieu of the report required by Section 29(10) of New York State Town Law.

Restate Appointments to Zoning Board of Appeals:

Kristian Snyder	December 31, 2026
Rose Prichard	December 31, 2025
Ernest Cupernall	December 31, 2024
Lee Empie	December 31, 2023
Susan Mason	December 31, 2022

RESOLUTION 009-2022 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to appoint Kristian Snyder to the Knox Zoning Board of appeals and as Chairman of the Knox Zoning Board of Appeals with a term ending on December 31, 2026. This motion carried unanimously.

RESOLVED: to appoint Kristian Snyder to the Knox Zoning Board of appeals and as Chairman of the Knox Zoning Board of Appeals with a term ending on December 31, 2026.

RESOLUTION 010-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Saddlemire to appoint the following members with terms ending as stated below.

Rose Prichard	December 31, 2025
Ernest Cupernall	December 31, 2024
Lee Empie	December 31, 2023
Susan Mason	December 31, 2022

This motion carried unanimously.

RESOLVED: to appoint the above listed ZBA members with terms ending as listed.

RESOLUTION 011-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Pritchard to appoint Dennis Cyr as Liaison member to the Zoning Board of Appeals. This motion carried unanimously.

RESOLVED: to appoint Dennis Cyr as Liaison member to the Zoning Board of Appeals.

Restate Appointments to the Knox Planning Board:

Vacant	December 31, 2028
Thomas Wolfe	December 31, 2027
Edward Ackroyd	December 31, 2026
Kurt Johnson	December 31, 2025
William Pasquini	December 31, 2024
Elizabeth Ketcham	December 31, 2023
Debra Nelson	December 31, 2022

RESOLUTION 012-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Cyr to appoint Todd LaGrange as a member of the Planning Board with a term expiring December 31, 2028 as well as to appoint Thomas Wolfe as the Chairman of the Board with a term ending December 31, 2027. This motion carried unanimously.

RESOLVED: to appoint Todd LaGrange as a member of the Planning Board with a term expiring December 31, 2028 as well as appoint Thomas Wolfe as the Chairman of the Board with a term ending December 31, 2027.

RESOLUTION 013-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Saddlemire to appoint Councilwoman Springer as Liaison member to the Planning Board. This motion carried unanimously.

RESOLVED: to appoint Councilwoman Springer as Liaison member to the Planning Board.

Restate Appointments to the Board of Assessment Review:

Vacant	September 30, 2026
Timothy Frederick	September 30, 2025
Vacant	September 30, 2022

RESOLUTION 014-2022 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to appoint Justin Zimmer as a member of the Board of Assessment Review with a term ending September 30, 2026. This motion carried unanimously.

RESOLVED: to appoint Justin Zimmer as a member of the Board of Assessment Review with a term ending September 30, 2026.

RESOLUTION 015-2022 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to appoint Toni Hansen as a member of the Board of Assessment Review with a term ending September 30, 2022. This motion carried unanimously.

RESOLVED: to appoint Toni Hansen as a member of the Board of Assessment Review with a term ending September 30, 2022.

RESOLUTION 016-2022 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to appoint Timothy Frederick as Chairman of the Board of Assessment Review with a term ending September 30, 2025. This motion carried unanimously.

RESOLVED: to appoint Timothy Frederick as Chairman of the Board of Assessment Review with a term ending September 30, 2025.

There was a discussion amongst the Board, Councilman Saddlemire and Gary Kleppel when the question was raised about the lack of a CAC and the possibility of combining the CAC with the Ag Committee or having the Ag Committee assist other Boards on an as needed basis as there is no CAC. Gary believes the roles of the committees are very different. He offered to ask his committee to see what the members thought. This topic will be discussed at the 1.11.2022 meeting.

There was a brief discussion regarding the Youth Council and how it has been supported by the Board members, Clerk and a handful of residents in lieu of having a Youth Council Chair. Supervisor Pokorny stated he had reached out to several people, and no one was interested in being Chair. For now, things will remain the same without appointing a chair or committee members.

The Board of Ethics Review will be discussed at the 1.11.2022 meeting.

Restate appointments to the Agricultural Advisory Council for 2022:

Jay Francis	December 31, 2026
Evan Taylor	December 31, 2025
Gary Kleppel	December 31, 2023
Earl Barcomb	December 31, 2022
Elizabeth Ketcham, Ex-officio, Knox Planning Board	
Kenneth Saddlemire, Ex-officio, Knox Town Board	

RESOLUTION 017-2022 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to restate the appointment of Jay Francis to the Agricultural Advisory Council with a term ending December 31,2026. This motion carried unanimously.

RESOLVED: to restate the appointment of Jay Francis to the Agricultural Advisory Council with a term ending December 31,2026.

RESOLUTION 018-2022 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to appoint Evan Taylor to the Agricultural Advisory Council with a term ending December 31,2025. This motion carried unanimously.

RESOLVED: to appoint Evan Taylor to the Agricultural Advisory Council with a term ending December 31,2025.

RESOLUTION 019-2022 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to appoint Earl Barcomb to the Agricultural Advisory Council with a term ending December 31,2022. This motion carried unanimously.

RESOLVED: to appoint Earl Barcomb to the Agricultural Advisory Council with a term ending December 31,2022.

RESOLUTION 020-2022 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to appoint Gary Kleppel as Chairman of the Agricultural Advisory Council for a term ending December 31, 2023. This motion carried unanimously.

RESOLVED: to appoint Gary Kleppel as Chairman of the Agricultural Advisory Council with a term ending December 31, 2023.

RESOLUTION 021-2022 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to appoint Elizabeth Ketcham (Knox Planning Board), and Kenneth Saddlemire (Knox Town Board), Ex-officio, for the Agricultural Advisory Council. This motion carried unanimously.

RESOLVED: to appoint Elizabeth Ketcham (Knox Planning Board), and Kenneth Saddlemire (Knox Town Board), Ex-officio, for the Agricultural Advisory Council.

It was discussed briefly and decided that a Broadband committee was not needed at this time but will be kept in mind for the future.

RESOLUTION 022-2022 - A motion was made by Supervisor Pokorny seconded by Councilman Saddlemire to appoint June Springer and Dennis Cyr as members to the Audit Committee for 2022. This motion carried unanimously.

RESOLVED: to appoint June Springer and Dennis Cyr as members to the Audit Committee for 2022.

Amy Pokorny volunteered to work on the newsletter, in the hopes of getting it out in January, before the first event of the Bicentennial takes place in February.

Rose Pritchard asked the Supervisor to be sure whomever he names as Deputy Supervisor is bonded in order to sign checks.

RESOLUTION 023-2022 A motion was made by Councilman Pritchard seconded by Councilman Saddlemire to adjourn the public meeting and enter executive session, not to return to the public meeting. This motion carried unanimously.

RESOLVED: to adjourn the public meeting and enter executive session, not to return to the public meeting.

Respectfully submitted,

Traci Schanz

Traci Schanz
Knox Town Clerk