

DOMINIC FRANK
SUPERVISOR
315-866-8104

COUNCIL MEMBERS
315-866-8104
RANDY KAST
VITO CARBONE
DANIEL STALTERI
KATHLEEN DeCARLO

Town of Herkimer

Formed on March 7, 1788

114 N. PROSPECT STREET
HERKIMER, NEW YORK 13350
FAX: 866-8105
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JENNIFER DEMETRO
TOWN CLERK
315-866-2690

SUPT. OF HIGHWAYS
315-866-1803
KEN WARD

RECEIVER OF TAXES
315-866-8101
JODI RIVERS

The **Regular Meeting** of the Town Board of the Town of Herkimer, Monday, January 20, 2025, at 6:00 PM, at Herkimer Town Hall, 114 North Prospect Street, Herkimer, NY 13350.

- 01) **Opening of the Regular Meeting.**
- 02) **Roll Call of Officers.**
- 03) **Pledge of Allegiance.**
- 04) **Reading of the minutes of the previous Regular Meeting on January 6, 2025.**
- 05) **Public Meeting.**
- 06) **Petitions and Communications.**
 - A. Certificate of Property Insurance dated 12/31/2024 from Aon Risk Services Central Inc. for AstroTurf Corporation.
 - B. A letter dated January 6, 2025 from Supervisor Frank to Thomas Bernier informing him of his position as a seasonal employee with the Highway Department.
 - C. A letter dated January 7, 2025 from Alex Camarda, Associate VP for Charter Communications, concerning an upcoming change
 - D. A letter dated January 8, 2025 from Makayla Kemmeren, Animal Health Inspector, to Supervisor Frank concerning a Municipal Shelter Inspection on 1/6/2025.
 - E. A letter dated January 9, 2025 from Supervisor Frank to Donald Weaver informing him of his employment with the Highway Department.
 - F. A letter dated January 9, 2025 from Supervisor Frank to Gerald Gay informing him of his last day as a seasonal employee with the Highway Department.
 - G. A letter dated January 9, 2025 from Supervisor Frank to Nicole Carbone informing her of her appointment as a Secretary to the Supervisor.
 - H. A letter dated January 13, 2025 from Janet and Jerry Gilbert to the Herkimer Town Board recognizing Highway Superintendent Ward's hard work.
- 07) **Routing.**
- 08) **Resolutions & Transfers.**

Transfers.

Resolution No. 5 of 2025- Fixed Salary Resolution – Town of Herkimer salaries/salary schedule attached.
- 09) **Old Business.**

Water Districts:

McKenna Road Enhancement Project:

West Herkimer Water:

East Herkimer Sewer District:
East German Street Extension Emergency Road Repair Project:
Codes:
Landbank:
Subdivision Local Law:
160 Pine Grove Road:
Updating Zoning Ordinance:
Signs entering Town:
Charging Station for electronic cars:
Friends of Town of Herkimer/Not for Profit:
Public Safety:
Pullmans Flats Water Valve Repair:
Ampion Community Solar Agreement:
Zoning Board of Appeals- One appointments available.

10) New Business.

Proposal for Architectural Services for 160 Pine Grove Road
2023-2024 Bridge New York Selection Committee Recommendations
East Herkimer Sewer District USDA-RD Required Documents-being Routed.

Appointments

Appointment of Debra Wright for Deputy Receiver of Taxes for a 1-year term,
1/1/2025 to 12/31/2025

Appointment of Debra Wright for Deputy of Water Clerk for a 1-year term,
1/1/2025 to 12/31/2025

Appointment of Krystal Moore for Deputy Water Clerk for a 1- year term,
1/1/2025 to 12/31/2025

Appointment of Jodi Rivers for Deputy Town Clerk for a 1-year term,
1/1/2025 to 12/31/2025

Appointment of Jodi Rivers for Deputy Registrar of Vital Statistics for a 1-year term,
1/1/2025 to 12/31/2025

11) Reports.

November 2024 Cash Report from Supervisor Frank
December 2024 Cash Report from Supervisor Frank
November 2024 Bank Reconciliation from Budget Officer Baylor
Northern Border Regional Commission 4Th Quarter 2024 Report for East Herkimer
Sewer District
1st Quarter 2025 Report for Homeland Security –Piper Road Project
Annual Report of Code Enforcement Activities for Town of Herkimer
Executed Town Park Supervisor Contract 2025

DCO Report for December, 2024 from DCO Dunton.
Town Justice's December 2024 Report from Justice Petucci
Town Park meeting minutes dated 12/11/2024 and 1/8/2025 submitted by Town
Park Supervisor Nasypany
Emergency Orders dated 1/11 and 1/16 for East German St. Ext.
Revenue and Expense Report dated January 20, 2025.
Trial Balance Report dated January 20, 2025.

12) **Purchase Orders & Audit.**

Purchase Order- Supervisor Frank to attend AOT Conference and Training.
Final Audit 2024 dated January 20, 2025
2025 Audit dated January 20, 2025

13) **Adjourn.**