

**ALEXANDER TOWN BOARD MINUTES
ALEXANDER TOWN HALL
JANUARY 12, 2026
REGULAR MEETING
ORGANIZATIONAL MEETING**

PRESENT: Supervisor David Miller
TOWN BOARD: Laura Schmieder, Ronald Merrill, Jerry Krupka, Eric Wagner
HIGHWAY SUPT: Brian Farnsworth
TOWN CLERK: Shannon Bartholomew
GUESTS: Barb Eddy, Tim Hagen, Steve Mountain, Gabe Meyers, Teresa Thorley, Brenda Post, Brad McClellan, Jessica Torrey, Greg Torrey

Supervisor Miller called the meeting to order at 6:00 p.m. with the Pledge of Allegiance and a moment of silence for our first responders, our military serving around the world and our Town Highway personnel.

ORGANIZATIONAL MEETING

2026 AUTHORIZATIONS

RES. NO. 5: 2026 AUTHORIZATIONS

On motion by Councilperson Wagner, seconded by Councilperson Krupka and carried.
5 – Miller, Schmieder, Merrill, Krupka, Wagner 0 – No

Town Clerk – Registrar of Vital Statistics
Administer Games of Chance licenses
Collect fees on: Town of Alexander Fee Schedule Items

Highway Superint – Authorized to purchase highway material off County bid
Authorized to make purchases up to \$2,500 without prior approval
Authorized to provide community service for non-profit organizations
Authorized to enter into Shared Services Agreements as necessary

Official Bank - Five Star Bank

Official Newspaper - Batavia Daily News and Attica PennySaver.

Official Signboard - Outside of Clerk's Office

Pay Rotation - Highway employees / Town Clerk/Transfer Station Attendant - bi-weekly
Town officials/ Deputy Clerk/**Custodian** – quarterly

Mileage - \$.70/mile or whatever the federal rate may be changed to.

Board meetings - 2nd Monday @ 6:00 PM & 4th Tuesday @9:00 AM. People wishing to speak must contact the Town Clerk. Speaking time is limited to 15 minutes.

Pre-Pay Bills - Pre-pay or pay online - any invoices which would incur finance charges if paid late

Authorized Training - Supervisor, Town Board, Town Clerk, Justices, Highway Superintendent, Assessor, CEO/ZEO, Planning and Zoning Board members

Ayes – 5 – Miller, Schmieder, Merrill, Krupka, Wagner
Nays – 0

2026 POLICIES:

RES. NO. 6 : TO APPROVE THE POLICIES FOR 2026

On motion by Councilperson Wagner, seconded by Councilperson Schmieder and carried
To approve the policies for 2026:

- | | |
|---|---|
| Code of Ethics | Grievance Procedure Policy |
| Freedom of Information | Sexual Harassment Policy |
| Records Management | Public Employer Health and Emergency Plan |
| Investment Policy | Procurement/ Purchasing Policy |
| Alcohol & Drug Testing | Online banking policy |
| Building Permit Fees Waived for Non-Profits | Post Issuance Tax Compliance |
| Smoking Policy | Cash Management |
| Parking @ Town Hall | |
| Fund Balance Policy | |
| Workplace Violence Prevention Program | |
| Town Hall Keys | |
| Computer & Internet Use Policy | |
| Travel & Reimbursement Policy | |

Ayes – 5 – Miller, Schmieder, Merrill, Krupka, Wagner
Nays - 0

2026 - APPOINTMENTS:

RES. NO. 7: APPOINTMENTS FOR 2026

On motion by Councilperson Wagner, seconded by Councilperson Krupka and carried. To approve the appointments for 2026:

Tax Collector: Genesee County Treasurer

Assessor: Rhonda Saulsbury (10/01/2019-9/30/2025)
(under agreement with Town of Batavia)

Board of Assessment Review:

Dennis Bartholomew (10/01/2024-9/30/2029)
Peter Antonucci (01/01/2026-9/30/2030)

Zoning Board of Appeals:

John Meier (1/01/2023-12/31/2027)
David Leslie (1/01/2022-12/31/2026)
Sarah Kohl (1/01/2024-12/31/2028)
Scott Wessel (1/01/2025-12/31/2029)
Michael Lear (01/01/2026-12/31/2030)

– Secretary

Planning Board:

Thomas Green	(01/01/2021-12/31/2025)
Molly Meek-Grimes	(01/01/2024-12/31/2028)
Jason Saile	(01/01/2025- 12/31/2029)
Matthew Fernaays	(01/01/2023- 12/31/2027)
Nathan Fix	(01/01/2022-12/31/2026)
– Secretary	

(All are one year appointments-the 2026 appointments are listed)

GAM representative –	All Officials
Justice liaison-	All Town Board members
Building Committee –	Laura Schmieder, Eric Wagner
Insurance Committee –	Ronald Merrill, David Miller
Highway Equipment Committee -	Jerry Krupka, David Miller, Brian Farnsworth
Code Enforcement Officer –	Greg Podsiadlo, Town of Alexander
Zoning Enforcement Officer –	Greg Podsiadlo, Town of Alexander
Town Attorney –	David DiMatteo
Town Prosecutor –	Robert Zickl
Town Hall Custodian –	Evelyn Fouquet
Registrar of Vital Statistics –	Shannon Bartholomew
Deputy Registrar –	Danielle Riggs
Elections Monitor –	Shannon Bartholomew
Records Management Officer –	Shannon Bartholomew
Freedom of Information Officer –	Shannon Bartholomew
Town Historian -	Linda Hume
Deputy Supervisor –	Laura Schmieder
Accounting/Payroll –	Laura Landers LLC/ Paychex
Deputy Highway Superintendent –	Troy Robbins
Deputy Town Clerk –	Danielle Riggs
Court Clerk –	Ann Marie Loranty

Ayes – 5 – Miller, Schmieder, Merrill, Krupka, Wagner

Nays – 0

RES. NO. 8: APPROVAL OF OFFICIAL UNDERTAKING FOR 2026

On motion by Councilperson Schmieder, seconded by Councilperson Wagner, the following: to approve the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, as surety as prescribed by law.

**TOWN OF ALEXANDER
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

WHEREAS, **David Miller**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Supervisor of the Town of Alexander, and

WHEREAS, **Shannon Bartholomew**, of the Town of Alexander, County of Genesee, New York, has been appointed to the Office of Town Clerk of the Town of Alexander, and

WHEREAS, **Shannon Bartholomew**, of the Town of Alexander, County of Genesee, New York has been appointed as Tax Collector of the Town of Alexander, and

WHEREAS, **Troy Robbins**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Nicholas Falcone**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Brian Farnsworth**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Highway Superintendent of the Town of Alexander, and

WHEREAS, **Laura Schmieder**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Supervisor of the Town of Alexander, and

WHEREAS, **Danielle Riggs**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Clerk of the Town of Alexander, and

WHEREAS, **Ann Marie Loranty**, of the Town of Attica, County of Wyoming, New York, has been appointed as Justice Court Clerk of the Town of Alexander, and

WHEREAS, **Greg Podsiadlo**, of the Town of Darien, County of Genesee, New York, has been appointed as Code Enforcement Officer/Zoning Enforcement Officer of the Town of Alexander, and

WHEREAS, **Laura Landers LLC**, County of Genesee, New York, has been appointed as the Accounting Firm of the Town of Alexander, and

WHEREAS, **Paychex**, County of Monroe, New York, has been appointed as the Payroll Company of the Town of Alexander, and

WHEREAS, **Heidi Librock**, Town of Darien, County of Genesee, New York, has been appointed as the Payroll Specialist of the Town of Alexander, and

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of Alexander that we will faithfully perform and discharge the duties of our office, and will promptly account for any pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Clerk is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into her hands as such Town Clerk; and

This undertaking of the Town Justice further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with Lawley Insurance, in the sum of \$450,000 for the Tax Collector, and Assistant to the Tax Collector \$50,000 for the Supervisor and Deputy Supervisor, to indemnify against losses through the failure of the officers, and \$50,000 for all employees covered thereunder to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

Dated: 1/12/2026
Town of Alexander

Town Supervisor

Town Clerk

Town Justice

Town Justice

Highway Superintendent

Deputy Supervisor

Deputy Town Clerk

Justice Court Clerk

CEO / ZEO

Accounting & Payroll

Ayes – 5 Miller, Schmieder, Merrill, Krupka, Wagner
Nays - 0
Carried

REGULAR MEETING

On motion by Councilperson Wagner and seconded by Councilperson Krupka and carried, the minutes of the December 8, 2025, December 29, 2025 and January 2, 2026 meetings have been approved.

5 – Yes Miller, Schmieder, Wagner, Merrill, Krupka

0 – No

OLD BUSINESS:

Water District #6 Update:

County Funded Portion:

- The installation and commissioning of the remote level sensor at Halstead Tank, originally planned for last week, has now been postponed to the week of 1/12, depending on weather conditions.
- Plans to install the SCADA RTU at the Alabama Maple Road meter site have currently been discontinued.
- Contractors are in the process of submitting their closeout documentation

Water District #7 Update:

- Revisions to the NYSDEC wetland and stream permit applications are being undertaken to address feedback similar to that provided by Bethany following their meeting with NYSDEC. A comparable meeting is requested before resubmission.
- Comments from NYSDOT are currently being addressed, and the revised plans will be prepared for bidding upon receiving USDA approval.
- The submission for the Norfolk Southern Corporation railroad crossing application is scheduled for January.
- A “No Effect” determination letter has been received from SHPO.
- Work is ongoing to update the Preliminary Engineering report to reflect recent changes discussed last month in light of the County’s involvement.
- Mountain Engineering is coordinating with Rural Development to review the "Prior to Bid" documents submitted by the Town, its attorney, Bond Counsel, Municipal Solutions, and Mountain Engineering; collaboration with the Town’s consultants continues to ensure all required Board resolutions are ready for the next Town meeting. • Municipal Solutions is arranging application review meetings with the Office of Community Development and the Department of Health/Environmental Facilities Corporation, which will support subsequent application rounds.
- Collaboration is underway with Congresswoman Tenney’s office regarding a congressional funding application.
- Discussions have taken place with USDA’s director regarding the best strategy for Phase 2 and Phase 3 applications, with current guidance recommending proceeding solely with Phase 2 due to ongoing reductions in program funding.

Water District #8 Update:

- In January, the Village of Attica plans to meet to approve a new rate that will cover operational costs for WD No. 8 users. The draft MPR and agreement will be updated and prepared for the Village's final review.
- These drafts will also be sent to the seven households so they can review them as well.

NEW BUSINESS:

Jessica Torrey Superintendent of Alexander Central School District

Spoke regarding the upcoming Capital Improvement Project for the school district. Projects at the Elementary School include: Masonry repointing, Gym floor water issue, A/C for cafeteria, cafeteria bathroom. Projects for the Middle/High school include: replace auditorium roofs, masonry repointing, door replacement Hardening, secure entrance/vestibule, Elevator. Site Work projects include: MSHS Parking lot, MSHS bus Loop, Sidewalk/curb replacement, track refresh, tennis courts refresh

Gregg Torrey With Genesee County Legislature

Spoke regarding countywide updates that include: County reorganizational, tax rate, county is looking for a Housing Developer to oversee housing issues, Working on hiring a public relations firm to say “enough is Enough” for Solar Farms, County will contribute \$1.4 Million over 30 years for Water District #7, Bethany water Project is moving forward, County was awarded \$10 million in congressional spending for VA Water Tower in Batavia, Drybridge culvert has been approved for summer, Still working out Office of the Ageing disruptions.

RESOLUTION 9: APPROVE BUDGET TRANSFER 18-25

On motion by Supervisor Miller and seconded by Councilperson Schmieder and carried, the Town Board approves the budget transfers as described below.

5- Yes Miller, Schmieder, Krupka, Wagner, Merrill 0- No
Budget Transfer 18-25

WHEREAS A 1010.1 Town Board-Personal Services is over budget by \$0.04 and

WHEREAS A 1220.1 Supervisor-Personal Services is over budget by \$5.48 and

WHEREAS A 1620.1A Buildings and Grounds-Janitor-Personal Services is over budget by \$198.00 and

WHEREAS A 1620.4 Buildings and Grounds-Contractual is over budget by \$124.87 and

WHEREAS A 5010.1 Superintendent of Highways-Personal Services is over budget by \$0.06 and

WHEREAS A 5010.1 Superintendent of Highways-Contractual is over budget by \$9.08 and

WHEREAS A 6410.4 Publicity-Contractual is over budget by \$54.63 and

WHEREAS A 1990.4 Contingent has sufficient funds

THEREFORE BE IT RESOLVED THAT A 1010.1 Town Board-Personal Services be increased by \$1.00, A 1220.1 Supervisor-Personal Services be increased \$6.00, A 1620.1A Buildings and Grounds-Janitor-Personal Services be increased by \$200.00, A 1620.4 Buildings and Grounds-Contractual be increased by \$125.00, A 5010.1 Superintendent of Highways-Personal Services be increased by \$1.00, A 5010.4 Superintendent of Highways-Contractual be increased by \$10.00, A 6410.4 Publicity-Contractual be increased by \$60.00 and A 1990.4 Contingent be decreased by \$403.00

RESOLUTION 10: APPROVE BUDGET TRANSFER 19-25 & 20-25

On motion by Supervisor Miller and seconded by Councilperson Krupka and carried, the Town Board approves the budget transfers as described below.

5- Yes Miller, Schmieder, Krupka, Wagner, Merrill 0- No
Budget Transfer 19-25

WHEREAS B 9030.8 Employee Benefits-Social Security is over budget by \$16.81 and

WHEREAS B1990.4 Contingent has sufficient funds

THEREFORE BE IT RESOLVED THAT B 9030.8 Employee Benefits-Social Security be increased by \$20.00 and B1990.4 Contingent be decreased by \$20.00

On motion by Supervisor Miller and seconded by Councilperson Wagner and carried, the Town Board approves the budget transfers as described below.

5- Yes Miller, Schmieder, Krupka, Wagner, Merrill 0- No
Budget Transfer 20-25

WHEREAS DB 5242.1 Snow Removal- Personal Services is over budget by \$3,171.37 and

WHEREAS DB 5110.1 General Repairs-Personal services has sufficient funds

THEREFORE BE IT RESOLVED THAT DB 5242.1 Snow Removal- Personal Services be increased by \$3,500.00 and DB 5110.1 General Repairs-Personal Services be decreased by \$3,500.00.

DISCUSSION

***The Town Board has decided to go with a bond for funding renovations at the Highway barn*

***The Town Board discussed retirement calendars for newly elected officials. Supervisor Miller is going to reach out for clarification on exactly what needs to be done.*

The Town Board reviewed and updated the **2026 Town Goals

***Office of the Aging is traveling to towns to meet with Seniors and let them know what programs are available to them. Town Board feels it would be great to have them to set up a time in Alexander.*

REPORTS:

Insurance: no report
Building: Labor Department Inspection conference call 1/6/26
CEO/ZEO: working with Darien Code enforcement on end of year reports
Clerk: on table
Tax Collector: Tax Collector and Deputy Clerk had training with Genese County and Town of Oakfield
Dog control: no report
Games of Chance: no report
Town Justice: no reports at this time
Financial: report on table
GAM: next meeting February 19, 2026 7pm County Building #2
Transfer Station: New Sign has been put up

H'way Superint:

system.
H'wy Equipment: New Plow Truck has arrived in Watertown
Senior Citizen: no report
Town Historian: no report

Comp Plan:

Payment of Bills: Motion by: Councilperson Merrill Second by: Councilperson Wagner

5- Yes Miller, Schmieder, Wagner , Merrill, and Krupka, 0- No

General Fund A	Vouchers	1-17	\$87,467.17
General Fund B	Vouchers	1-3	\$15, 581.58
Highway Fund A	Vouchers	1	\$81,000.00
Highway Fund B	Vouchers	1-11	\$236, 504.44
Capital Fund	Vouchers	----	----

Motion to adjourn at 7:57 pm made by Councilperson Merrill and seconded by Councilperson Krupka and carried. 5-0

Respectfully Submitted,

Shannon Bartholomew
Town Clerk