

Town of Norfolk
Norfolk Town Board Organizational Meeting
January 11, 2024

The Norfolk Town Board held its Annual Organizational Meeting on Thursday, January 11, 2024 at 06:05 PM at the Norfolk Town Hall.

Present: Supervisor Charles Pernice, Councilwoman Jean Gang, Councilman Martin Blair Sr. and Councilman Eric Molnar.

Not Present: Deputy Supervisor Richard Bump

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said by all present.

CALL MEETING TO ORDER

Supervisor Pernice called the meeting to order.

APPROVAL OF MINUTES

The minutes of the 12/28/2023 Year End Town Board Meeting were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried

SUPERVISOR’S UPDATE

- Library Board of Trustees Chair – Timothy Opdyke introduced the new Library Director – Kaitlyn Robinson Start Date: 12/26/2023

ORGANIZATIONAL ITEMS

*Resolution #1 of 2024: A Resolution delegating the power and duties of administration and supervision to the Town Supervisor was reviewed and adopted with a motion by Councilman Molnar and Councilwoman Gang. All in Favor – Carried

*Meeting Dates: The schedule of 2024 Town Board Meeting dates was reviewed and approved with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried

ORGANIZATIONAL ITEMS (continued)

*Appointments: The list of Annual Appointments was reviewed and approved with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried

*Decision that there will be only 1 Code Enforcement Officer (Tim Wunder) was approved with a motion by Supervisor Pernice and Councilman Blair. All in Favor – Carried.

REPORTS

*Monthly Police Report: The monthly report of OIC Jose Colon was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Blair. All in Favor – Carried

- OIC Jose Colon introduced Norfolk Police Officer candidate Aiden Brothers and invited him to introduce himself to the board. There was discussion. The Town of Norfolk and Village of Norwood will share the costs of the mandatory training/exams as he will be working in both municipalities.

*Decision to hire Aiden Brothers as Norfolk Police Officer was approved with a motion by Supervisor Pernice and Councilman Blair. All in Favor – Carried.

*Annual Police Report: The 2024 annual report of OIC Jose Colon was reviewed and approved as submitted with a motion by Councilman Molnar and Councilman Blair. All in Favor – Carried

*Monthly Code Enforcement Report: The monthly report of CEO Tim Wunder was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried

*Monthly Town Clerk Report: The monthly report of Town Clerk Jill Molnar was reviewed and approved as submitted with a motion by Councilman Molnar and Councilwoman Gang. All in Favor – Carried

*Monthly Dog Control Report: The monthly report of Dog Control Officer Maurice LaRock was reviewed and approved with a motion by Councilman Blair and Councilman Molnar. All in Favor – Carried

*Monthly Court Report: The monthly report of the Norfolk Justice Court was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried

EXECUTIVE SESSION

*Decision to enter executive session to consider matters leading to the appointment, employment, promotion, demotion, suspension, dismissal or removal of a particular person(s) was approved with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried
No Action Taken

ADDITIONAL COMMENTS

- Town Justice Stevenson requested that the Town obtain a credit card that could be used for Town related expenses rather than have employees having to pay out of pocket and then wait to be reimbursed through the monthly voucher/bill pay process. Supervisor Pernice noted that he had looked into this previously and was told it couldn't be done unless he personally signed on to the account with his personal information. There was discussion. He agreed to look into it again with NBT Bank.
- Town Justice Stevenson & Town Justice George Grubee brought up continuing issues related to the 5 W Main Street building and its use for both Town Hall, Town Offices & Town Court purposes. There was a lengthy discussion about possible solutions for both the short and long term. No agreements were reached. Town Justice Stevenson directly addressed the board asking that they address this situation (to solve the space issue) strategically with a longer-term view that considers alternative possible solutions.

ACTION ITEMS

*Norfolk Rescue Squad Contract 2024: The annual contract with the Norfolk Volunteer Rescue Squad in the amount of \$1,000.00 per month was reviewed and approved with a motion by Councilman Molnar and Councilman Blair. All in Favor – Carried

*Jolly Agers Contract 2024: The annual contract with the Jolly Agers in the amount of \$2,500.00 was reviewed and approved with a motion by Councilwoman Gang and Councilman Blair. All in Favor – Carried

*Decision to donate \$800.00 to the Volunteer Transportation Center, Inc. (VTC) was approved with a motion by Councilwoman Gang and Councilman Molnar. All in Favor – Carried

ACTION ITEMS *(continued)*

*Appointment of Timothy Opdyke and Judy Berger to the Library Board was approved with a motion by Councilwoman Gang and Councilman Blair. All in Favor - Carried

*Appointment of Vernon Wolfe to the Town of Norfolk Board of Assessment Review (BAR) was approved with a motion by Councilman Molnar and Councilman Blair. All in Favor - Carried

*Decision to revisit the proposed Adaptive Reuse Code was approved with a motion by Supervisor Pernice and Councilman Blair. All in Favor – Carried

- Supervisor Pernice will request that the Norfolk Planning Board review/revise as necessary and bring the final proposed code back to the Town Board for consideration at the February 8, 2024 Town Board Meeting.

*Contract with Norfolk-Norwood Minor Hockey for 2024 season (\$650.00) was reviewed and approved with a motion by Councilman Molnar and Councilman Blair. All in Favor – Carried

COUNCIL COMMENTS

Councilwoman Jean Gang – none
Councilman Martin Blair Sr. – none
Councilman Eric Molnar – none

APPROVAL OF BILLS

The January Abstract of Vouchers in the amount of \$65,424.47 along with the following vouchers:

\$1,000.00 January 2024 Payment to the Norfolk Rescue Squad

\$2,034.50 January 2024 Payment to CST Group, Inc.

\$ 800.00 Volunteer Transportation Center, Inc.

\$ 650.00 Norfolk-Norwood Minor Hockey

were reviewed and approved for payment with a motion by Councilman Molnar and Councilman Blair. All in Favor – Carried

PUBLIC COMMENTS

none

ADJOURNMENT

The meeting was adjourned with a motion by Supervisor Pernice and Councilman Molnar. All in Favor – Carried

Supervisor – Charles Pernice
Deputy Supervisor – Richard Bump
Councilwoman – Jean Gang
Councilman – Martin Blair Sr.
Councilman – Eric Molnar

Dated: January 12, 2024

Jill M. Molnar – Norfolk Town Clerk