



DRAFT

Town Board Meeting

Minutes

Monday, June 10, 2024 at 10:00 am

Attendees: Board Members Present- Jeffrey Horton, John Tschantre, Glenn Vogel, Norman Maynard, Wendy Oman Bookkeeper, Jacqui Kohman Water Admin, Thomas Austin Highway Superintendent

Guests

Wayne Cosier

1. Pledge / Call to Order / Roll Call

Minutes:

Jeffrey Horton called the regular meeting to order at 10 am with the Pledge of Allegiance. Michael Austin was absent. Supervisor Horton appointed Jacquie Kohman to take minutes in the absence of the clerk.

2. Prior Minutes

a. May 13, 2024 Draft Min

Minutes:

A motion by Norman Maynard and seconded by Glenn Vogel to adopt the minutes from May 13, 2024, as written was adopted by vote. 4-0 Michael Austin Absent

Vote results:

Ayes: 4 / Nays: 0

3. Reports

a. HWY / Water Report

Minutes:

Gravel on Stoney Ridge, Clark and opened up the top of Doug road. Water Update: Campbell Campground house hooked to the water, Seager Court is hooked up and on water. Well pump submittal is approved the VFD submittal has been submitted, does not know status. . The last week of June Jeff Perdue will be here to install the pump and have an electrician do the VFD inside the building then it will go to Panelogic for their part. Thomas Austin contacted Tim Steed and has not heard back about the security part. The Board would like to use CPE Jeffrey Horton will contact CPE. Reconstruction: The curb box by Mrs. Calhoun's house should have been for the Post Office. In order to move it the Town would have to tear up the sidewalk and replace it. If there is a way to add a 30' road without damaging the curb box, there should be no reason to move the box. Michael Austin found some concrete on the land he is purchasing from Cacace , the company is saying it is not

theirs Thomas Austin will find out in the next week. Jeff said that if need be it can be brought to his place to get rid of it. Randy Personius has a spot that needs repair, Thomas Austin will go see Ernie Newman to fix the 6'x8' area that was disturbed during the water project. The last week of June Thomas Austin will rent an excavator to fix the Brian Smith issue. Park: Have the hoop, hoping to put it in next week. Need gravel working in the parking area to bring it up and prevent water from pooling up. Jeffrey Horton went to training at Houghton College- Jennifer Vaughn was there and is willing to help with the highway garage design for preliminary long term, low financing.

b. Bookkeeper Report

Minutes:

Reports were submitted to me from the Town Clerk and the Court Clerks for the month of May 2024.

The signed Supervisor report for April 2024 was not submitted last month. I submitted to the Town Supervisor May 14th. April and May 2024 Supervisor reports submitted to the Town Clerk this month.

Revenue – General \$ 1,680.75 A3389 = Traffic Diversion Program \$ 14,019.63 A3005 = Mortgage Tax Revenue (1 of 2)

Transfers needed: Due to the cost of dog control issues this year. FROM TITLE TO TITLE AMT \$\$\$ A1010.4 Town Board contractual A3510.4 Dog Control \$500.00 REPORTS The Water Extension full town audit has started. It is very extensive and I will be working extra hours to get this done. I will be calling on the Town Clerk and the Water Admin for their help in this process so that they both are exposed to the process of an audit. I will also be working with Kaitlyn at Municipal Solutions to finalize the grant paperwork – we're getting close!

Water District 4 is in good standing as far as their 2024 budget (which was a guessing game this year) and being able to make their first bond payment in September of 2024 as long as the close out of the grant has no problems. The District should also be able to pay back the General fund the \$25,000 which opened up the Water District 4 bank account. The only other due to General is the past payrolls from 2016 to 2023 of \$23,770. I have submitted all payroll documentation to the grant for reimbursement and so far all have been approved. I do not anticipate any problems with the close out and I believe all this should happen in 2024 and then the district will be solvent and able to operate as its own separate district in 2025. I submitted my responses to the County payroll certification review that were asked involving our 2024 payroll certification I submitted in February. All questions pertained to titles of our employees. All payroll figures and justifications were correct.

Working on the town employee handbook and reviewed Jacqui's cyber security policies. Jacqui's work on this is great and I suggested only a few changes. The employee handbook may have to take a back seat to the Water Ext audit at this time. A motion to accept the Bookkeepers report along with transfers was made by Glenn Vogel and seconded by Norm Maynard- Adopted by Roll Call Vote Michael Austin absent.

Vote results:

Ayes: 4 / Nays: 0

- c. Codes
 - d. Dog Control
 - e. Assessors Report
 - f. Supervisor Report
 - g. Town Clerk Report
4. Old Business

a. Cyber Security Policy Update

Minutes:

Jacqui Kohman presented the Cyber security Policy. A motion to approve the cyber policy as written with changes was made by John Tschantre and seconded by Norm Maynard was adopted by roll call vote.

Vote results:

Ayes: 4 / Nays: 0

5. New Business

a. Panic Button

Minutes:

A new panic button was installed at the bench near where the Supervisor sits.

b. Discussion

Minutes:

Updated Code permit process is on the County website. John Tschantre wanted to thank Randy Akins for the job he did with the dog that attacked his dog.

c. 2002 International

Minutes:

In 2021 the 2002 International was sold on Auctions International . Last year we received notice that there was a claim for \$21,000.00.The claimant is not the person that purchased the 10 wheeler. The original purchaser used the vehicle for 1-1 1/2 years and placed it on another auction website where the claimant purchased it. The claimant is insisting that the Town and Thomas Austin specifically should not have sold this truck. This truck was sold as is where is. The gentleman is trying to sue the Town and Thomas Austin personally. Jeffrey Horton will have Wendy will send a note to the Lawyer, telling him that the Town is not responsible and will not be paying.

6. Public Comment

Minutes:

Wayne Cosier asked when the grass would get mowed at the field by the landfill. Thomas Austin told him it would be before the end of the month.

7. Announcements

8. Voucher Audit

Minutes:

Voucher Audit –. Vouchers were submitted and approved as follows: General Fund Vouchers # 159-184 \$ 43,751.40 Street Lighting Voucher # \$ Highway Vouchers # 86-103 \$ 46,188.68

Water District 1 Vouchers # 26-30 \$ 1,207.58 Water District 2 Vouchers # 11 \$ 48.60 Water District 3 Vouchers # 10-11 \$ 75.40
Water District 4 Vouchers # 8-9 \$ 176.70 Capital Projects Vouchers # 7-8 \$ 15,462.79 Trust & Agency Voucher # 6 \$ 212.00
For a grand total of \$ 107,123.15

9. Adjournment

Minutes:

Jeffrey Horton made a motion to end the meeting at 10:45 seconded by Norm Maynard.

Vote results:

Ayes: 4 / Nays: 0

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