



DRAFT

Town Board Meeting

Minutes

Monday, July 8, 2024 at 10:00 am

Attendees: Supervisor; Jeffrey Horton, Deputy Supervisor; John Tschrante, Board Members ; Michael Austin, Norm Maynard, and Glenn Vogel, Zoning Officer Thomas Hargrave, Highway Superintendent; Thomas Austin, Dog Control Officer; Town Clerk; Michelle Seeley

Guests

1. Pledge / Call to Order / Roll Call

Minutes:

Supervisor Horton opened the Regular meeting at 10:00 AM with the Pledge of Allegiance, roll call all present.

2. Public Hearing CBDG Grant

Minutes:

Supervisor Horton opened the Public Hearing for the CBDG Grant at 10:02 AM. He explained that this meeting was needed to close out the grant for the water extension project. The purpose of the public hearing is to hear any public comment on the subject. There were no public comments on the CBDG Grant. Supervisor Horton closed the public hearing at 10:03 AM

3. Prior Minutes

Minutes:

Minutes from June had not been turned in so the board will vote on them in the August meeting.

4. Reports

a. HWY / Water Report

Minutes:

Thomas Austin gave an update on the water project. All the mains and curb boxes have been installed. The pump and the VFD have been ordered. Both will be installed by the end of July. The only piece that is not completed is a short section on Evergreen, which needs to be approved by the DOH. The project went very smoothly and Vacri came back in and made the necessary repairs from the project that couldn't be done over the winter. The curb stop at the post office is 38' from the pin so a 30' road could be built there without issue. To change that it would be around \$5,000 or \$6,000 dollars because the main runs beneath the sidewalk and you would have to tear up the sidewalk. In addition the box cant be moved due to proximity to the gas line. There is one property on 415 that does not have a curb box. Thomas Austin spoke to the owner and he does not want a curb box. The property is a

vacant lot that is used for car sales and storage. The cost of installing a curb box on that property would be around \$4,000 and \$5,000 to the Town. The Board agreed that if the owner did not want one the Town would not install one. The Highway department has finished their big projects with CHIPS, Pave NY, and extreme winter recovery. The Highway will run the shoulders later, but wants to get the bills submitted so the Town can be reimbursed in November. Park update: The Basketball hoop will be put up this week. Jeff and his son brought their auger over and drilled the holes. Thomas Austin called and asked for an updated quote to have the tennis and basketball court seal coated and the lines painted, the previous quote was for \$20,300.00. He would like to Board to allow him to approve the updated quote when it comes in if it does not exceed \$2,000.00. A motion by Michael Austin and seconded by Glenn Vogel to allow Thomas Austin to approve the quote as long as it does not exceed \$22,300.00 was adopted by roll call vote. Austin, AYE- Tschantre, AYE- Vogel, AYE, Maynard, AYE, Horton, AYE

Vote results:

Ayes: 5 / Nays: 0

b. Bookkeeper Report

Minutes:

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

The signed Supervisor report for June 2024 was submitted to the Town Clerk.

Transfers needed: Transfer the Code Enforcement Contractual and Personnel Services to Zoning. FROM TITLE TO TITLE AMT \$\$\$ A3620.4 Code Contractual A8010.4 Zoning Contractual \$ 573.00 A3620.1 Code Personnel Services A8010.1 Zoning Personnel Services \$9,500.00

REPORTS The Water Extension full town audit is ongoing. Onsite auditing was completed June 24-27. I would like to thank Jacqui for all her help. I believe we have very good records. There wasn't anything that either Jacqui or I were not able to produce and our cash and cash flow is correct and can be followed 100%.

I do the bookkeeping "the way it has always been done", which is not a very good excuse or explanation, but we are not in-line with the definition of modified accrual method of government accounting. We have been audited before and it was not brought to the board's attention in any of that audit's documentation in 2016. We will be cited for this and they are adjusted our 2023 books so that I can go forward doing it the right way. After the audit is final and their report reviewed by the board we will discuss the revenue flow further. Jacqui will be advised on any new processes.

Both the CDBG Grant and the EFC Grant for the water extension project are in the first phase of closing.

A motion by Glenn Vogel seconded by John Tschantre to approve the Bookkeepers report along with the transfers was adopted by vote.

Vote results:

Ayes: 5 / Nays: 0

c. Zoning Officer Report

Minutes:

Thomas Hargrave has met with the Code Department in Bath, he has had 3 requests for Zoning permits.

- d. Dog Control
- e. Assessors Report
- f. Supervisor Report
- g. Town Clerk Report

5. Old Business

6. Public Comment

Minutes:

Wayne Cosier asked Thomas Austin if the Town of Campbell could do a shared service with Erwin to mow Erwin Hollow Road. The grass on the side of the road is very tall. Thomas Austin said he will talk to Erwin. Wayne Cosier also thanked Thomas Austin for his quick response in mowing Manning Ridge after he mentioned it at the last meeting. Hope Fultz asked about the property on Cty. Rte. 125 that the land bank purchased. Jeffrey Horton explained that the owner Alan Barns had been evicted and the land bank would either be tearing the home or it will be sold to the neighbor Mr. Prescott who has put in a bid on the property. If Mr. Prescott purchases the property there will be a clause that he must clean up the property. Karen Graham mentioned that the septic tank for the property is on the middle lot, and it needs to be emptied and capped. She also wants it unhooked from the home. Supervisor Horton stated that he would tell the Land Bank about the septic because he is not sure if they are aware of the situation. He instructed the clerk to take Mrs. Flutz's number so he could reach out to her after he spoke to the County.

7. Executive session- Personnel- Land Acquisition

Minutes:

A motion by Michael Austin and seconded by Glenn Vogel to enter into Executive Session at 10:28 AM was adopted by vote. A motion to end executive session at 11:30 AM was made by John Tschantre and seconded by Norm Maynard and was adopted by vote.

Vote results:

Ayes: 5 / Nays: 0

8. New Business

a. Town Property

Minutes:

The Board would like Supervisor Horton to contact a realtor about the 100 acres the Town owns on Wolf Run. The town would keep 5 acres but sell the remaining 95.

Second The Board would like Supervisor Horton to talk with a surveyor about the land the Town owns on 415, to have an actual survey of the land and to cut out about a 4 acre spot for the future Town Hall.

b. Ad for Zoning Officer

Minutes:

The Town placed an ad in the shopper for a Zoning officer, only one letter of interest was

received, and it was from Thomas Hargrave. A motion by Michael Austin and seconded by Glenn Vogel to appoint Thomas Hargrave to the end of the year as the Towns Zoning Officer, was adopted by vote.

Vote results:

Ayes: 5 / Nays: 0

c. Union Negotiations

Minutes:

There is a meeting with the Union Representatives for the Highway Department on July 10, 2024. Generally Supervisor Horton and Deputy Supervisor Tschantre attend. A motion by Michael Austin seconded by Norm Maynard to appoint Supervisor Horton and Deputy Supervisor Tschantre to represent the Town for the Union negotiations was adopted by vote. Supervisor Horton and Deputy Supervisor Tschantre recused.

Vote results:

Ayes: 3 / Nays: 0

9. Announcements

10. Voucher Audit

Minutes:

A-General 196-225 \$ 59,470.81 SL- Street Lighting 195 \$ 831.04 DA- Highway 104-112 \$ 300,724.26 SW1- Water District 1 31-34 \$ 828.02 SW2- Water District 2 12-13 \$ 572.42 SW-3 Water District 3 12-13 \$ 2,595.69 SW-4 10-13 \$ 328.77 H-3 Capital Projects 9 \$ 13,500.00 FD1- Fire District 1 \$ FD2- Fire District 2 \$ TA- Trust and Agency 7 \$ 212.00 TOTAL \$ 379,063.01

11. Adjournment

Minutes:

A motion by Michael Austin seconded by Glenn Vogel to close the meeting at 11:33 AM was adopted by vote.

Vote results:

Ayes: 5 / Nays: 0