

A Town Board Meeting of the Town of Owasco was held on March 11, 2021 at 4:00 PM in the Owasco Town Hall with the following members present:

PRESENT: Supervisor Edward Wagner
Councilperson Fred Cornelius
Councilperson Gucciardi
Councilperson Mike Vitale

ABSENT: Councilperson, Tim Kerstetter

OTHERS PRESENT: Bob Bruno, Walt Aikman
Via Zoom: Riccardo Galbato, Josh, Micki, Mark.

TO ORDER: 4:00 PM

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

RESOLUTION 21-041 approval of Town Board Agenda for March 11, 2021

Motion by Councilor Cornelius; Second Councilor Vitale

Roll call vote:	Councilor Cornelius <u>Yes</u>	Councilor Gucciardi <u>Yes</u>
	Councilor Kerstetter <u>Absent</u>	Councilor Vitale <u>Yes</u>
	Supervisor Wagner <u>Yes</u>	

APPROVAL OF MINUTES:

RESOLUTION 21-042 approval of Town Board Minutes for Town Board Meeting for February 11, 2021.

Motion by Councilor Vitale; Second Councilor Cornelius

Roll call vote:	Councilor Cornelius <u>Yes</u>	Councilor Gucciardi <u>Yes</u>
	Councilor Kerstetter <u>Absent</u>	Councilor Vitale <u>Yes</u>
	Supervisor Wagner <u>Yes</u>	

Supervisor Wagner recognized the passing of Gary Colella. Gary served on many of the Town of Owasco over the years, as well as the Clerk of the Works for our town water main replacement project.

PUBLIC PARTICIPATION:

COMMUNICATIONS

Draft Financial Statement for the year ending 2020 for Town Audit from Inserno CPA.

- **Inserno will present their findings at the April 8, 2020 town board meeting.**
Supervisor Wagner briefly went over the draft audit (previously sent to board members). The town’s financials and funds are all in good shape.
- **The town did better than expected with the sales tax revenue during this pandemic.**

Tree Board will meet on March 16, 2021 to plan for grants.

NEW BUSINESS

Drafting letter to NYS Comptroller’s office regarding the Highway Department Audit findings. The Town will begin working on the corrective action plan after the draft letter has been sent.

*Supervisor Wagner stated that the board agreed with the findings and he would be sending out a reply letter early next week. The town has 90 days to write a corrective action plan.

Sewer equipment upgrade:

The highway superintendent Bob Bruno and Supervisor Wagner had a demo of a ECO Model 900 Sewer Cleaning & Maintance truck and discussed an all in one unit like this model vs a tow behind unit. The town had an overflow last month and needed to sub hire the City of Auburn’s sewer department resulting in a high bill from the city.

The Supervisor will also look into possibly a shared ownership with another municipality.

OLD BUSINESS

Completed the editing of the Cyber Security Policy, contracting with Kevin Carpenter for the employee training.

*The completed version of the Cyber Security Policy will be presented at the next town board meeting.

Update on Bioxide Injection Station:

- Bob Bruno Highway/Sewer Dept will be will get the final proposal from Frank DeOrio.

GAC Project Update:

- Supervisor Wagner updated the board on the progress, the heat is now on and the electric is complete. The DEC would like to tour the plant with the Commissioner of the DEC.

Civil Service Job Description

- Assistant Utility Worker- Supervisor Wagner will work on the advertisement

Monthly expense sheets to all department heads and board.

- The Bookkeeper provided each department head with a copy so they can stay on top of their budget.

RESOLUTION 21-043 Recommended Budget Modifications.

Budget Modifications Recommendations				
		After Closing:	February	2021
Notes	Acct #	Account Description	(-) Debit	(+) Credit
	A1220.400	Supervisor - Contractual	\$ 40.00	
	A5132.400	Garage - Contractual	\$ 223.00	
	<i>A599</i>	<i>Appropriated Fund Balance</i>	<i>\$ -</i>	<i>\$ -</i>
	A1010.400	Town Board - Contractual		\$ 40.00
	A8160.430	Refuse & Garbage - Misc		\$ 223.00

	Totals:	\$ 263.00	\$ 263.00

		(-)	(+)
Acct #	Account Description	Debit	Credit
DA5112.414	Improvements - Cold Mix	\$ 8,062.50	
DA5112.415	Improvements - Hot Mis	\$ 8,062.50	
DA9785.002		\$ 3,666.00	
<i>DA599</i>	<i>Appropriated Fund Balance</i>		
DA1420.421	Attorney - Legal Fees		\$ 762.00
DA5130.200	Machinery - Equipment		\$ 18,060.00
DA9785.002	Installment Purchase - Backhoe		\$ 969.00
	Totals:	\$ 19,791.00	\$ 19,791.00

		(-)	(+)
Acct #	Account Description	Debit	Credit
SS1-8110.400	Sewer Admin - Contractual	\$ 345.00	
<i>SS1-599</i>	<i>Appropriated Fund Balance</i>		
SS1-1420.421	Legal - Special Projects		\$ 345.00
	Totals:	\$ 345.00	\$ 345.00

		(-)	(+)
Acct #	Account Description	Debit	Credit
SS2-8130.400	Treatment & Disposal - Contractual	\$ 120.00	
<i>SS2-599</i>	<i>Appropriated Fund Balance</i>		
SS2-1420.421	Legal - Special Projects		\$ 83.00
SS2-8120.458	Sewage Collection - Repair/Cleaning		\$ 37.00
	Totals:	\$ 120.00	\$ 120.00

		(-)	(+)
Acct #	Account Description	Debit	Credit
SS3-8130.400	Treatment & Disposal - Contractual	\$ 527.00	
<i>SS3-599</i>	<i>Appropriated Fund Balance</i>	<i>\$ -</i>	

SS3-1420.421	Legal - Special Projects		\$ 59.00
SS3-8120.459	Sewage Collection - Grinder Pump REPAIR		\$ 468.00
Totals:		\$ 527.00	\$ 527.00

Acct #	Account Description	(-) Debit	(+) Credit
SW8310.200	Admin - Equipment	\$ 475.00	
<i>SW599</i>	<i>Appropriated Fund Balance</i>		
SW1420.421	Legal - Special Projects		\$ 475.00
Totals:		\$ 475.00	\$ 475.00

Motion by Councilor Vitale; Second Councilor Cornelius

Roll call vote: Councilor Cornelius Yes Councilor Gucciardi Yes
Councilor Kerstetter Absent Councilor Vitale Yes
Supervisor Wagner Yes

RESOLUTION 21-044 AUDIT AND PAYMENT OF CLAIMS: authorizing the audit and payment of the following claims: General and Highway Funds, Special Districts, (Water and Sewer Districts), Capital Project and Reserve Fund claims, and ratifying the payment of the prepaid claims as authorized by resolution 16-006 adopted January 4, 2016, all in accordance with the attached abstract of claims.

ABSTRACT #03 2021 Vouchers #192-270 in the amount of \$296,577.66

Trust & Agency Voucher #5106-5112 in the amount of \$21,326.70

for a grand total of \$317,904.36

Motion by Councilor Cornelius; Second Councilor Vitale

Roll call vote: Councilor Cornelius Yes Councilor Gucciardi Yes
Councilor Kerstetter Absent Councilor Vitale Yes
Supervisor Wagner Yes

ADJOURNMENT:

RESOLUTION 21-045 to adjourn the meeting:

Motion by Councilor Cornelius; Second Councilor Vitale

Roll call vote: Councilor Cornelius Yes Councilor Gucciardi Yes
Councilor Kerstetter Absent Councilor Vitale Yes
Supervisor Wagner Yes

Meeting adjourned at 4:50 PM

Respectfully submitted,
Deputy Clerk, Lori Reed

