

TOWN BOARD MEETING MINUTES
January 11, 2018

Town Board Meeting of the Town of Owasco was held on January 11, 2018
At 4:00 PM in the Owasco Town Hall with the following members present:

PRESENT: Supervisor Edward Wagner,
 Councilperson Richard Knaul
 Councilperson, Tim Kerstetter
 Councilperson Tony Gucciardi

ABSENT: Councilperson Ashley Melendez

OTHERS PRESENT: Louise Kirwan, Megan Earnhardt, Nancy Taylor, Gary Colella, Bob Bruno

CALL TO ORDER: 4:00 PM

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

RESOLUTION 18-001 approval of Town Board Agenda for January 11, 2018

 Motion by Councilperson Gucciardi; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

APPROVAL OF MINUTES:

RESOLUTION 18-002 approval of Town Board Minutes for December 14, 2017.

 Motion by; Councilperson Gucciardi. Second Councilperson Kerstetter

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

PUBLIC PARTICIPATION: Louise Kirwan from 46 Vanduyne addressed the board regarding a snow plowing issue, Louise stated the way the town plows her street causes her end of the driveway to become filled from 2 different streets of snow.

Bob Bruno explained that the blade on the truck cannot be turned but he would discusse the issue with highway employee Denny J. as this is his route and they would see if that can make adjustments.

COMMUNICATIONS: Letter of appointment of Deputy Town Clerk and Deputy Tax Collector, Letter of recommendation from Town Justices consenting to appointment of Clerk to Town Justices, Letter of supervisor re appointment of Town Historian and Bookkeeper / Budget Officer. Letter from Tax Collector requesting designation of depository for funds, Dog Control Service Agreement.

OLD BUSINESS: Supervisor Wagner updated the board and residents on the upcoming Walkable Owasco grant, as many design engineers came into the town and walked the proposed sidewalk path with Supervisor Wagner.

NEW BUSINESS:

Resolution 18-003 to approval the grouping of Resolutions **18-004 through 18-020.**

Motion by **Councilperson Gucciardi;** Second **Councilperson Knaul**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

Resolution 18-004 re-appoint the Auburn Citizen as the official newspaper for 2018.

Resolution 18-005 re-appoint Tompkins Trust Company as the depository for Town funds for the Town Clerk, Tax Collector and the Supervisor for 2018.

Resolution 18-006 authorizing the Supervisor to invest general funds, special district funds and highway moneys not obligated or required for immediate expenditure, in United States Treasury bills, savings accounts, time deposit or time certificates of deposit through Tompkins Trust Company; said investments to be payable or redeemable at the option of the Supervisor within such times as the proceeds may be needed to meet expenditures for which the moneys were provided.

Resolution 18-007 establishing reimbursement of expenditures incurred in 2018 as follows: \$54.5 cents per mile as mileage allowance for job-related travel per Internal Revenue Service for 2018.

Resolution 18-008 designating the second Thursday of each month as Town Board meeting night to be held at 4:00 P.M. at the Town Hall: With the exception of the month of March 2018, this town board meeting to be held on Wednesday, March 7, 2018 at 4:00 pm.

Resolution 18-009 requiring all itemized vouchers to be submitted to the Town Clerk's office before 12:00 P.M. of the Tuesday prior to the Board Meeting each month to qualify for audit and payment at the next regular Town Board Meeting.

Resolution 18-010 establishing salaries and compensation for all elected and appointed officials and employees as set forth in the 2018 budget.

Resolution 18-011 establishing rates of pay for Board of Assessment Review, Zoning Board of Appeals, Planning Board 2018.

Board of Assessment Review:

Member:	<u>\$25.00 per hour</u>
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Zoning Board of Appeals

Chairman:	<u>\$3260.75 per Year</u>
Member:	<u>\$82.98 per Meeting</u>

Planning Board

Chairman:

\$3922.11 per Year

Member:

\$82.98 per Meeting

Resolution 18-012 appointing the following persons to the designated positions for 2018

- **Clerk to the Town Justices, upon advice and consent of the Town Justices: Donna “Vicky” Coraci.**
- **Deputy Town Clerks upon the advice and consent of the Town Clerk: Lori Reed, Pat Holt.**
- **To re-appoint Registrar of Vital Statistics to a term of office concurrent with Town Board: Tammy Flaherty and Deputy Registrar of Vital Statistics: Lori Reed**
- **To re-appoint Lori Reed and Patricia Holt as Deputy Tax Collector**
- **Building and Code Inspector: J. Patrick Doyle**
- **To re-appoint Karen Vasile to the Planning Board term ending December 31, 2025**
- **Chairperson of the Planning Board: Ronald Podolak**
- **Chairperson of the Zoning Board of Appeals: Dave Kalabanka**
- **To re-appoint Gerry Guiney to the Zoning Board of Appeals term ending December 31, 2025**
- **Secretary to the Planning Board and Zoning Board of Appeals: Lori Reed**
- **To re-appoint Linda Coretti as Water Billing Clerk / Deputy Assessor:**

- **Town Attorney Part Time to a term of office concurrent with Town Board: Riccardo Galbato retainer of \$1100.00 per month plus hourly rate of \$130.00 for Litigation /Special projects.**
- **Town Engineer Part Time to a term of office concurrent with Town Board: Barton & Loguidice**
- **To re-appoint Registrar of Vital Statistics to a term of office concurrent with Town Board: Tammy Flaherty and Deputy Registrar of Vital Statistics: Lori Reed**
- **To re-appoint Town Historian upon the advice and consent of the Town Supervisor: Laurel Auchampaugh**
- **To re-appoint Deputy Supervisor upon the advice and consent of the Town Supervisor: Tony Gucciardi per budget.**
- **To re-appoint Bookkeeper / Budget Officer upon the advice and consent of the Town Supervisor: Darcelle Foster.**
- **To re-appoint Nancy Taylor as Chairman of the Board of Assessment Review (BAR).**
- **To appoint Judy Cummings as Crossing Guard Supervisor.**
- **To re-appoint Steve Simmons as Chairperson of the Recreation Board for 1 Year ending December 31, 2018**

Resolution 18- 013 authorizing Supervisor to submit to the Town Clerk by February 28, 2018, a copy of his Annual Report to the State Comptroller and directing the Town Clerk to cause a notice to be published within ten (10) days after receipt of said report in the official newspaper of the Town that a copy of such report is on file and available for inspection in the Town Clerks Office.

Resolution 18-014 authorizing the payment of utility bills, town real property tax bills, Justice Court Funds and Pitney Bowes postage prior to audit pursuant to Town Law section 8(2).

Resolution 18-015 reaffirming and re-adopting resolutions establishing the Procurement Policy adopted February 14, 2013 as Local Law No. 2 of 2013, and the investment policy adopted August 19, 2016.

Resolution 18-016 to designate Councilperson Tim Kerstetter and Councilperson Tony Gucciardi as Audit Committee for 2018.

Resolution 18-017 to authorizing the Supervisor to sign an agreement with Cuddy & Ward, LLP to complete an Audit for the 2018 year.

Resolution 18-018 to reaffirm the December 11, 2014 appointing Suzie Tracy as Animal Control Officer and County Acres Pet Services for Kennel Services for the year 2018.

Resolution 18-019 to appoint David Kalabanka, James Moochler, and Arthur Richardson to serve, at no pay, on the Board of Ethics until December 31, 2018.

Resolution 18-020 to approve **Resolutions 18-003 through 18-019.**

Motion by **Councilperson Knaul;** Second **Councilperson Gucciardi,**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

Resolution 18- 021 To approve and authorize the Town Supervisor to sign the proposal from AquaLogics Systems, Inc. dated 11.17.17 in the amount \$47,200.00 as part of the Owasco Water District Improvements Phase II: Low Lift and High Lift Pump Station Improvements.

Motion by **Councilperson Knaul;** Second **Councilperson Gucciardi,**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

Resolution 18-022 Recommended budget modifications for the General Fund. See Attached.

Motion by; **Councilperson Gucciardi.** Second **Councilperson Kerstetter**

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

Resolution 18-023 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 12, 2017, all in accordance with the attached abstract of claims.

**ABSTRACT #01 2018 Vouchers # 1-78 in the amount of \$742,272.59
Trust & Agency Voucher # 5381-5389 in the amount of \$21,685.96
for a grand total of \$763,958.55**

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 18-024 to adjourn to executive session at 4:30 PM to discuss personal issues & litigation.

Motion by Councilperson Kerstetter; Second Councilperson Gucciardi

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 18-025 to return from executive session at 5:01 PM.

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

ADJOURNMENT:

Resolution 18- 026 to adjourn the meeting:

Meeting adjourned at 5:02 PM

Respectfully submitted:

Tammy Flaherty, Town Clerk