

TOWN OF WAYNE  
BOARD MEETING MINUTES  
January 8, 2018

Supervisor Butchko called the meeting to order at 6:29 PM with roll call and Pledge of Allegiance.

Present: Supervisor Butchko  
Councilperson Haff  
Councilperson Freeman  
Councilperson Haar  
Town Clerk Mahr

Absent: Councilperson Dunbar

Also present: Joe Hauryski, Jay Palmer, Jeff Martin, Nancy Gabel, Kyle Dencenburg, Nate Cook, Kurt Falvey, Kody Kinney, Les Reimsnyder, Thomas Freeman and Doug Howard.

**Guest Speaker**

Prior to the start of the Organizational Meeting County Legislator Joe Hauryski updated the Board on a series of topics concerning the Town of Wayne.

- County Legislator Hauryski reviewed the Sales Tax Agreement to explain why the sales tax reimbursement the Town of Wayne has received has declined while County revenues have increased. This is primarily due to the fact that the percentage reimbursement is based on assessed property values. The Town of Wayne's assessed values have decreased while the County's assessed values have risen.
- The road works budget projects for 2019 include County Rte. 97 and 114. Rte. 97 will be blacktopped and have new shoulders put in with a budgeted cost of \$526,000. Rte 114 will be blacktopped at a budgeted cost of \$420,000
- It is anticipated that the tax rate for 2019 will remain relatively flat for the third year in a row. This is contingent upon the county receiving the expected funding from New York State to subsidize some of its major programs such as "Raise the Age". If the State changes their position on the funding tax rates could be impacted.
- Steuben County will continue to support the Town of Wayne 2019-20 property revaluation with shared services for the assessor..
- The County will continue to implement 24 by 7 coverage for the Court system.
- New York State grants have been obtained for cable improvements to expand the availability of a high speed internet system. Mr. Hauryski stated where the expansions will be needs to be researched.

## **2019 Organizational Meeting**

Following County Legislator Hauryski's comments the Town of Wayne held its 2019 Organizational Meeting. The Oath of office was administered to Thomas Freeman as the Town Justice.

The following agenda was reviewed in the meeting:

Town Hall Hours

Official Meeting Times

Elected Officials

Appointed Positions

Inter-municipal Agreements/Representation

Affiliations

Compensation and Reimbursements/ Newspapers/Banks

Fee Schedules

- Clerk Fees
- Building Permit Fees
- Dog Fees
- Watershed Fees
- Cemetery Fees

Highway Agreement & Department Schedule

Grants

Shared Services

- KWIC
- KLOC
- Urbana – Assessor
- Schuyler County – Watershed Inspection

Town Closure Dates

Court Dates

Fire Department

The Organizational Meeting adjourned at 6:58 and the January Monthly Town Board meeting commenced.

## **Approval of Minutes**

Motion to approve minutes from the December 11th Town Board Meeting was made by Councilperson Haar, seconded by Councilperson Haff, and all in favor.

### **Supervisors Report**

The supervisor's report and fund transfers were presented and reviewed. Supervisor Butchko reviewed some items that changed due to 2018 year end closing.

- 1- Sprague Insurance invoice for Workman's Compensation insurance for both the Highway and General Funds was received after Abstract 13 vouchers were closed on December 27<sup>th</sup>. Since these invoices needed to be paid with 2018 funds an Abstract 14 had to be created.
- 2- The Keuka Lighting expense for 2019 was properly budgeted but not inputted into the tax roll. Supervisor Butchko reviewed the issue with State Comptroller's Office and it recommended the Town Board make a resolution to have a \$1,400 loan be taken out at minimal interest to cover the tax differential. This would be added on to the 2020 tax bills for the residents affected in the Keuka Lighting District. Councilperson Haff made the Resolution that stated a loan up to \$1,400 be established at .01% interest for the Keuka Lighting District. The District residents would be billed for the loan monies in their 2020 tax invoices. It was also agreed that a correspondence should go out to the residents affected explaining this action with a notice to be placed on the website. Councilperson Freeman seconded the resolution with all in favor.
- 3- An unspent balance of \$3,777 in the 2018 budget needs to be re-appropriated. A motion was made by Councilperson Freeman to to modify the 2019 budget to apply the \$3,777 to account A1620.41. The motion was seconded by Councilperson Haar with all in favor.

Supervisor Butchko reviewed the year cash positions for the General Fund and Highway accounts along with their associated reserves. Supervisor Butchko recommended the board look at appropriating some of the monies to road projects similar to the plan done for Highway equipment. In addition Supervisor Butchko recommended asking Larson Engineering to do a road survey to serve as input to assist with this plan. Councilperson Haar requested the Town approach Larson Engineering for an estimate to do the assessment prior to making any contractual commitment.

Councilperson Haar made a motion to approve Supervisor's Report and fund transfers, seconded by Council person Haff with all in favor

### **Clerks Report**

The clerk's report was presented and reviewed. Clerk Mahr noted that revenues increased in December. Clerk Mahr also reviewed (3) year end payments to the Town of Wayne to properly close out the Clerk's Account, the DEC Account and the Tax Account.

It was also noted in the Clerk's report that (2) checks had to be made out to the General Fund because one of the sources of income was a donation for the playground. Clerk Mahr also reviewed the year end report.

2018 Vouchers from Abstract 13 & 14 were submitted and discussed. Abstract 1 for 2019 Vouchers was also reviewed. Motion to approve the vouchers was made by Councilperson Haff, seconded by Councilperson Freeman, and all in favor.

Abstract 1 Vouchers were broken down by:

• General Account	Vouchers 1 – 12	\$1,855.66
• Highway Account	Vouchers 1- 4	\$367.97,
• SL Account	Voucher 1	\$255.29

**Tax Update**

Clerk Mahr presented the 2019 tax roll figures showing a total warrant of \$2,577,656.21.

**Justice Report**

Justice report was reviewed. An audit will be conducted in 2019 for 2018. In addition outside assistance for the Town of Wayne court clerk is being obtained from the court clerk in Victor at no charge.

**Assessor**

No report.

**Highway Superintendent Report**

The highway journal was presented with minimal discussion. Activities included addressing windstorm damage and salting roads due to the recent ice storm. The 2013 - 10 wheel truck needs to be repaired for a cylinder leak.

**Code & Zoning Officer**

Review of monthly report was presented with no discussion.

Planning Board Meetings minutes were still in draft mode due to fact next board meeting is January 14<sup>th</sup>. The parking project for Keuka Village will be addressed this year along with establishing a subcommittee to provide input to the Comprehensive Plan. The Zoning board meeting was rescheduled from January 7<sup>th</sup> to January 15<sup>th</sup> due to weather.

**Watershed**

Monthly report was reviewed with no discussion

**Dog Control Officer**

Monthly report was reviewed with no discussion

**History Group**

The year end report was reviewed with no discussion.

### **Other Business**

Supervisor Butchko recommended the Board renew its Larson Engineering Contract for 2019. Motion to accept was made by Councilperson Haar and seconded by Councilperson Freeman with all in favor.

Supervisor Butchko also reviewed a letter he plans to send to the (5) residents who use the water system thanking them for their cooperation with the upgrade. Additional training is scheduled for January 17<sup>th</sup>.

### **Public Comments**

Les Reimsnyder asked Supervisor Butchko to review the Town's year end cash position for 2018 . In the review Supervisor Butchko and the board members outlined potential uses for the unappropriated funds in 2019 and also explained how the funding works in a reserve account versus a regular budget account. It was also noted that a possible property tax decrease could occur if potential expense needs at the end of 2019 continue to trend lower.

At approximately 7:54 Councilperson Haff made a motion that the Town Board move into executive session regarding to address a personel situation, seconded by Supervisor Butchko. The Executive Session ended at 8:30 pm and the Board meeting resumed.

A motion was made by Councilperson Haar to approve the organizational chart, seconded by Councilperson Freeman with all in favor. Councilperson Haff made a motion to approve Phase 1 for the Town Barn siding project for \$3,437, seconded by Supervisor Butchko with all in favor. A motion was made by Councilperson Haff and seconded by Councilperson Haar to approve Kyle Dencenburg as Deputy Highway Supervisor and increase his salary by \$400 a month interim to the appointing of a new highway superintendent.

The next Town Board meeting will be held on February 12<sup>th</sup>.

### **Adjourn**

A motion to adjourn the Town Board meeting was made by Councilperson Haff, seconded by Councilperson Freeman and all in favor.

Meeting adjourned at 8:40 pm

Respectfully Submitted,

William Mahr Town Clerk  
January 8, 2019