

**TOWN OF WAYNE  
BOARD MEETING MINUTES  
February 9, 2021**

The February 9<sup>th</sup> Board meeting commenced at 6:30 PM with the conducting of the Board roll call followed by the Pledge of Allegiance.

Present:      Supervisor Dunbar (Zoom Conference)  
                 Councilperson Kenyon (Zoom Conference)  
                 Councilperson Haff (Present at Town Hall)  
                 Councilperson Freeman (Present at Town Hall)  
                 Councilperson Walton (Zoom Conference)  
                 Town Clerk Mahr (Present at Town Hall)

Also in attendance at Town Hall were Amy Gush, Doug Howard, Doug Baer and Joe Stremel. The following participants identified via Zoom conferencing were Megan Howard, Erin McCann, Kurt Fulvey, Julie Haar, Darlene & Samantha Swarhout, Karen Doucette, Candy Dietrich, Cody Kenney, Scott Hendershott, Mary Starkweather, Kyle Dencenberg, Chrls Curry and Donna Sue Kerrick .

**Approval of Minutes**

The January 12<sup>th</sup> Board meeting and January 19<sup>th</sup> Organizational meeting minutes were reviewed. Motion to approve both sets of minutes was made by Councilperson Haff and seconded by Councilperson Kenyon with all in favor.

**Supervisors Report**

Supervisor Dunbar discussed the need to replace the current Xerox copier with a Kyocera color copier/printer/scanner unit. The system will be procured through Twin Tier Imaging of Elmira. Supervisor Dunbar discussed the costs for the proposal, the budget impact and the benefits. The system will be installed on a 4-year lease. At the end of the lease the Town has the option to keep the unit and just pay monthly maintenance or replace it with a new model. Motion to approve the copier purchase was made by Councilperson Freeman and seconded by Councilperson Walton with the following voting as follows:

Councilperson Freeman	Yes
Councilperson Haff	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Kenyon	Yes

Supervisor Dunbar presented the rationale and savings for upgrading the Town Hall phone system from the current Frontier unit. Supervisor Dunbar reviewed the cost savings and budget impact. Councilperson Walton asked if the costs for

implementation and training were in the financial analysis. Supervisor Dunbar said he didn't expect any additional costs. The system support will be through SCT Computing. Councilperson Haff expressed some concern over the savings presented. Clerk Mahr requested if the project could start in April after the tax season versus March as proposed. Motion to approve the new phone system was made by Supervisor Dunbar and seconded by Councilperson Walton with the following voting as follows:

Councilperson Freeman	Yes
Councilperson Haff	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Kenyon	Yes

Supervisor Dunbar presented the following budget modification resolution for the Highway Fund:

**From:**

- DA1990.4 Contingency \$21,000

**To:**

- DA9060.8 Employee Benefits Hospital & Medical \$21,000

Motion made to approve the budget modification was made by Supervisor Dunbar and seconded by Councilperson Kenyon with the following voting as follows:

Councilperson Freeman	Yes
Councilperson Haff	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Kenyon	Yes

Supervisor Dunbar stated that the Highway Union contract has been ratified. Back pay, a \$2,500 payment and a \$200 clothing allowance will be included in Payroll #3. Supervisor reviewed the requirement for a Trust & Agency voucher to address health care expenses. Councilperson Freeman asked what budget year did the clothing allowance expense cover. Supervisor Dunbar said 2021.

Supervisor Dunbar discussed the issues with the check scanning system with Five Star. The application is being reimplemented.

Supervisor Dunbar discussed the potential implementation of Williamson Law's cloud-based product for Accounting and Payroll applications.

Supervisor Dunbar is currently negotiating outsourcing the Town's municipal payroll service through Williamson Law. This would be for all Town employees.

The Supervisor Report was reviewed. Supervisor Dunbar indicated the cash totals do not have the tax monies in them as of yet. There was no motion to approve the report.

Supervisor Dunbar reviewed his conversation with GBT Realty regarding the possibility of building a Dollar General on State Route 54 in the Town. Supervisor Dunbar cited the Town's LUR restrictions would limit the builder to apply for a Use variance from the State which is extremely difficult to get approved.

Supervisor Dunbar provided an update on the Greene LUR issue. After extensive attorney discussions it was determined that there is a loophole in the law that enables that the Highway Superintendent can use their discretion in establishing a Road Use Agreement for land owner requests that take place in the Town right of way.

### **Clerks Report**

The Clerk's monthly report for December was re-presented for approval due to an error in the calculation of the DEC line item. Motion to approve the revised December Clerk's report was made by Councilperson Kenyon and seconded by Councilperson Freeman with all in favor. Clerk Mahr also reviewed how this change impacted the 2020 annual report. The January Clerk's Report was reviewed with minimal discussion. Motion to approve the report was made by Councilperson Haff and seconded by Councilperson Kenyon with all in favor.

Abstract 2 Vouchers submitted were broken down by:

• General Account	Vouchers 14 - 31	\$230,123.31
• Highway Account	Vouchers 7 - 17	\$ 16,495.24
• Keuka Lighting	Voucher 14	\$ 90.65
• Trust & Agency	Voucher 1	\$ 2,155.84

Clerk Mahr stated the General Account vouchers included the payment to the Wayne Fire District for the portion of their budget funded by the 2021 property taxes collected. A motion to approve Abstract 2 vouchers was made by Councilperson Freeman and seconded by Councilperson Haff with all in favor.

### **2021 Taxes**

Clerk Mahr reviewed the 2021 Property tax collection figures as of January 30, 2021. \$1,715,513 have been collected and \$981,501 taxes are outstanding. The Wayne Fire Department and the Keuka Lighting district funds have been paid out of the tax account. Clerk Mahr stated that Steuben County is currently reviewing a State initiated order that would waive late fees on taxes. Clerk Mahr also stated there is enough monies collected to pay the General and Highway funds once Supervisor Dunbar requests it.

### **Justice Report**

The monthly report was presented with no discussion.

### **Assessor Report**

Assessor Oliver stated that he is working with Steuben County on the Cell Tower tax impact.

### **Highway Superintendent**

Superintendent Howard reported that 567 gallons of fuel was used in November. Sanding and plowing of Town roads is in full swing. There have been numerous part replacements to the plowing equipment. A driveway pipe was reinstalled on Way Mandalay. March 18<sup>th</sup> is the date Highway should receive 80 percent of its 2020 CHIPS reimbursement. The other 20 percent will be after State gets its budget approved. The tractor that was not upgraded in 2020 is under repair. It is leaking oil and needs new brakes. Superintendent Howard is getting pricing on a new rear mower for the unit.

Councilperson Kenyon asked about status of Coryell Road. Superintendent Howard stated the Town will be getting assistance from the County to work on Coryell Road in the Spring.

Councilperson Haff asked for more clarification on the Road Use Agreement solution Supervisor Dunbar addressed. Superintendent Howard stated he will be ensuring that there is no impact on the integrity of the road and that he and Code Enforcement Officer Harrop will be monitoring the Greene project.

### **Code Enforcement Officer**

The monthly code enforcement was reviewed with no discussion. The zoning board and planning board minutes were reviewed with no discussion.

### **Watershed**

The monthly watershed report was presented with no discussion.

### **Dog Control Officer**

The monthly dog license report was reviewed with no discussion. DCO Howard discussed how Lost Dog of the Finger Lakes assisted in finding a dog that was missing for 12 days.

### **History**

A history department update was provided with no discussion.

### **Web Statistics**

Report reviewed with no discussion.

### **Executive Session**

At 7:33 Councilperson Kenyon made a motion to go into Executive session to discuss personnel reviews and the Organizational Meeting advertisement responses. The motion was seconded by Councilperson Haff with all in favor. At 8:05 Councilperson Freeman made a motion that the Board come out of Executive session. Councilperson Haff seconded the motion with all in favor. The Board came out of Executive session

with Councilperson Freeman making a motion that LuAnn Simmons and Jim Griffin be named to the Town Ethics Board and Alise Mahr will be named Cemetery custodian. The motion was seconded by Supervisor Dunbar with voting as follows:

Councilperson Freeman	Yes
Councilperson Haff	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Kenyon	Yes

### **New Business**

Supervisor Dunbar briefly reviewed a letter received from Darlene Swarhout regarding 2021 plans for the Town playground. A thank you was given to Dave & Lori Harman for donating their 2020 volunteer gift card for playground expenses.

### **Public Comments**

None

### **Announcements**

The next board meeting is Tuesday, March 9, 2021

### **Adjourn**

Motion to adjourn was made by Councilperson Haff and seconded by Councilperson Walton with all in favor. The meeting adjourned at 8:10 PM.

Respectfully Submitted

William Mahr  
Town Clerk  
February 9, 2021