

**TOWN OF WAYNE
BOARD MEETING MINUTES
May 11, 2021**

The May 11th Board meeting commenced at 6:40 PM with the conducting of the Board roll call followed by the Pledge of Allegiance.

Present: Supervisor Dunbar
 Councilperson Kenyon (via Zoom Conferencing)
 Councilperson Haff
 Councilperson Freeman
 Councilperson Walton
 Town Clerk Mahr

Also in attendance at Town Hall were Doug Howard, LuAnn Simmons, Julie Haar, Gary Perz, Dave Bauer, and Kurt Falvey. Participants identified via Zoom conferencing were Karen Doucette, Diane Dunbar, Cody Kenney.

Approval of Minutes

The April 13th Board meeting minutes were reviewed. Motion to approve was made by Councilperson Haff and seconded by Councilperson Walton with all in favor.

Supervisors Report

Supervisor Dunbar reviewed the Campbell culvert issue on Keuka Village Road stating he received responses from Larson Engineering and Jeff Parker at Soil & Water. There is no immediate need to address the issue at this time. If the situation gets worse, the Town may be forced to do something to protect the road. At that time, a solution will need to be designed, bid, and installed by a qualified contractor.

Supervisor Dunbar reviewed the DEC drill and water sampling at the Wayne inactive landfill. Three water wells are being dug approximately 20 feet deep. Water testing samples will be collected shortly. Councilperson Walton made a motion to secure the dump with some a gate to prevent entry. Motion was seconded by Councilperson Freeman with all in favor.

Supervisor Dunbar reviewed the culvert repair requirement at the Wanita Baptist Church site located at the intersection of West Waneta Lake Road and Alderman Road. Per Supervisor Dunbar's conversation with Steuben County Commissioner Vince Spagnoletti the County will work with the Town to clear out the and re-gravel the culvert. Commissioner Spagnoletti will coordinate with Superintendent Howard on the repair project.

Supervisor Dunbar discussed the issues with properly claiming Petty Cash expenses. The primary issue is that a voucher cannot be created that charges a cash account. Clerk Mahr stated that last petty cash voucher was appropriately charged against

postage. Clerk Mahr reviewed his discussion with Williamson Law support who recommended Supervisor Dunbar contact them and they would step him through the recording process after the expense account is charged.

Supervisor Dunbar presented a short analysis comparing the Williamson Law Cloud based solution for Payroll and Accounting support compared to 2019 costs. Councilperson Freeman brought up that the analysis did not include all the one time set up charges for the solution.

Supervisor Dunbar briefly reviewed the American Rescue Plan that may be available to Town of Wayne. Supervisor Dunbar stated the Town would be hard pressed to make a case based on the relatively minimal revenue impact the Covid crisis had on it. Potential investments may be made in broadband internet and infrastructure. No action will be taken at this time.

Supervisor Dunbar discussed in the Supervisor financial report and some of the issues with the closing of the bank statements for the month of April. Councilperson Haff asked why the NYSEG charges were low. Supervisor Dunbar stated the town is using credits from being overcharged. Supervisor Dunbar also explained the Bank statements and Supervisor report figures do not match because of timing issues. In addition, Supervisor Dunbar reviewed the reasons for the Judgement and Claims numbers.

A motion for a resolution for a budget modification was made by Councilperson Walton and seconded by Councilperson Kenyon to transfer \$600 from A1990.4 Special Contingency Reserve to A1410.2 Deputy Clerk. The voting was as follows:

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

A motion for a resolution to change the start time for the Zoning Board of Appeals meeting from 6:30 PM to 7:00 PM the first Monday of the Month (As needed) was made by Councilperson Freeman and seconded by Councilperson Haff. The voting was as follows:

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

Supervisor Dunbar also stated the Town Hall will be moving to a new phone system by the middle of June. Any additional requirements and functionality will be reviewed by the end of May. Councilperson Walton suggest SCT Computing be a guest speaker at June's board meeting to review how implementation will be conducted.

Clerks Report

The Clerk's monthly report for April was reviewed with no discussion. A moment of silence was taken to honor Beverly Fitzpatrick and Shirley Areford- Smith who recently passed away. Motion to approve the report was made by Councilperson Freeman and seconded by Councilperson Haff with all in favor.

Abstract 5 Vouchers submitted were reviewed as follows:

• General Account	Vouchers 76 – 96	\$ 13,273.42
• Highway Account	Vouchers 45 - 60	\$ 15,287.85
• Keuka Lighting	Voucher 5	\$ 0.81
• Trust & Agency	Voucher 5 – 6	\$ 876.60

Clerk Mahr stated that the voucher for DSD Webworks was for 2019 sent to the old Town email address. Supervisor Dunbar indicated the Board should review newer technology options for the Town website that would be less expensive than the costs currently being incurred. A motion to approve Abstract 5 was made by Councilperson Freeman subject to a correction to Voucher 94 changing one of the line item costs to A1680.2 from A1620.41. The motion was seconded by Councilperson Kenyon with all in favor.

2021 Taxes

Clerk Mahr reviewed the final 2021 Property tax collection figures and the results of his close out meeting with Steuben County on April 23rd.

Justice Report

The monthly report was presented with no discussion. Clerk Mahr suggested he work with Court Clerk Sutton to change the format of the monthly report to a financial summary. .

Assessor Report

The monthly report was reviewed with no discussion..

Highway Superintendent

Superintendent Howard reported that 171.0 gallons of fuel was used in April.

Activities for the month that Superintendent Howard reviewed were the driveway pipe installation on Ridge Road and the hauling of gravel for Coryell Road.

The Town road signs were ordered and delivered.

The mowing tractor is currently under repair. The lead time for the mowing attachment approved by Board in the April meeting is 4 to 6 weeks. The Permissive Referendum announcement has been advertised. The 30-day window for objections ends on May 13th.

Per the latest discussion with Steuben County the Coryell Road project is set to start the second week of June.

Superintendent Howard asked if he could receive monthly expenditure report for the Highway. It is currently not in financial reports being distributed. Supervisor Dunbar stated he would address.

In response to question from Mr. Dave Bauer Superintendent Howard reviewed what was the homeowner's responsibility for repairs versus the Town's in Right of Ways.

Code Enforcement Officer

The monthly code enforcement was reviewed with no discussion. The zoning board minutes from April 5 were reviewed with no discussion. The Planning Board minutes from April 12th were approved from draft mode and reviewed with no discussion. There is no update at this time for LUR change discussed at the pril meeting. Councilperson Freeman to research with the Planning Board for the June meeting.

Watershed

The monthly watershed report was presented with no discussion. Councilperson Freeman asked Supervisor Dunbar if the Town was ever reimbursed for making the payment on the KWIC insurance. Supervisor Dunbar to check on status.

Dog Control Officer

The monthly dog license report was reviewed with no discussion. The Dog Laws were discussed. Supervisor Dunbar needs to send most recent draft of the laws to the Town Board for review.

History

A history department update was provided with no discussion.

Web Statistics

Report reviewed with no discussion.

New Business

Using the playground facility for a Saturday yoga classes conducted by Ms. Kat Kiklowicz was reviewed and deemed allowable with her proof of liability insurance.

Mr. Gary Perz discussed the home town hero program that many of the other towns are doing. Clerk Mahr to follow up on program.

Public Comments

Mr. Kurt Falvey asked if there would be a public hearing on the Dog Laws once finalized. Supervisor Dunbar said yes.

Announcements

The next board meeting is Tuesday, June 8th, 2021

Adjourn

Motion to adjourn was made by Councilperson Freeman and seconded by Councilperson Haff with all in favor. The meeting adjourned at 8:32 PM.

Respectfully Submitted

William Mahr
Town Clerk
May 11, 2021