TOWN OF WAYNE
TOWN BOARD MEETING MINUTES (Draft)
September 8, 2026

CALL TO ORDER
The Town of Wayne Town Board meeting was called to order by Supervisor Mahr.
The Pledge of Allegiance was recited.
ROLL CALL
Present:
Supervisor Mahr
Councilmember Terwilliger
Councilmember Haar
Councilmember Freeman
Councilmember Kenyon
Also Present:
Town Clerk Serphillips
Joe Serphillips
James DeForrest
Don Robbins
Theresa Robbins
Ron McIntyre
Amy Gush
Tom Meyers
Legislator Jeff Horton

A moment of silence was held in memory of Theresa Bauer and Erwin Robinson

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APPROVAL OF PREVIOUS MINUTES
A motion to approve the August Minutes, with corrections, was made by Councilmember Haar, seconded by Councilmember Terwilliger. All are in favor.

SUPERVISOR'S REPORT
Supervisor Mahr presented updates regarding Town administration and ongoing departmental matters.
Discussion included employee benefits, longevity, clothing allowance budget lines, and corrections to budget coding.
The Board also discussed staffing changes involving part-time bookkeeping and administrative responsibilities. Jill Cermak is to assume the duties of the Town Bookkeeper. Jennelle McMahon will remain on the payroll for the month of September.

BUDGET DISCUSSION AND RESOLUTIONS
The Board reviewed proposed budget transfers and amendments.
Discussion included moving funds from the Highway Fund balance into CHIPS 2026 Budget line item. Previous amounts discussed included approximately $135,000 and $100,000; the final transfer amount discussed was $96,128.00.

Additional discussion involved transferring funds from contingency General Fund to address the Supervisor's, watershed and Code Enforcement travel budgets to reflect changes due to increased IRS reimbursement rates.
A motion was made by Councilmember Freeman, seconded by Councilmember Haar to approve Resolution 012, the proposed budget transfers and amendments. Voting as follows.
Councilmember Terwilliger, yes. Councilmember Haar, yes. Councilmember Freeman, yes. Councilmember Kenyon, absent. Supervisor Mahr, yes.

BUDGET WORKSHOPS
The Board discussed scheduling upcoming budget workshops. The dates of Tuesday, September 22, 2026, and Tuesday, October 6, 2026, were selected.
The workshops will be held from 5pm-7pm.

CLERK'S REPORT
The Board received departmental updates regarding permits and inspections.
The following information was discussed:

- General Fund receipts were $4,738.
- One demolition permit.
- Two short-term rental permits.
- Three cemetery-related matters.
- Thirteen building permits.

JUSTICE REPORT
Fines of $123.00 were collected

ASSESSOR REPORT

No monthly report

HIGHWAY REPORT
The Highway Superintendent, Bryan Starkweather discussed a recent traffic safety concern involving a vehicle that nearly struck a wellhead.
To provide additional protection, Superintendent Starkweather discussed placing two concrete blocks back-to-back near the wellhead and meter area.
Damage to conduit leading to the electric meter was also discussed. The Board reviewed concerns regarding exposed or damaged electrical infrastructure.
The Highway Superintendent discussed coordination with County representatives, including Eric Rose, regarding traffic safety improvements.
Additional discussion included blinking warning signs, rumble strips, and traffic patterns in the area. The possibility of obtaining an engineering review and consideration of a four-way stop were also discussed.

The Board received updates regarding Highway Department operations and equipment.

Illegal Dumping
A report of illegal dumping along Ridge Road was discussed.
The Board reviewed the need for continued monitoring and appropriate follow-up regarding roadside dumping.
Equipment Incident
The Board discussed an incident involving Highway equipment and a homeowner's electrical service.
The equipment reportedly struck electrical service infrastructure, resulting in damage and what was described as a "ghost neutral" condition affecting 220-volt electrical service.
Insurance matters and coordination with the affected property owner were discussed.
A Spectrum cable line was also reportedly damaged during the incident.
Truck and Equipment Replacement
The Board discussed replacement of the Town's 2013 one-ton dump truck as part of the Town's long-term vehicle replacement plan.
The current equipment reserve was reported to have approximately $92,000 remaining.
The Board discussed the need for:

- A replacement truck;
- A plow;
- A new sander.

Options included purchasing new equipment or considering a two- to three-year-old used vehicle.
Discussion included gas versus diesel engines and the anticipated costs associated with truck chassis, dump body, plow, and sander equipment.
Estimated diesel truck costs were discussed in the approximate range of $64,000 to $77,000 before additional equipment and attachments.
The Board discussed contacting vendors and obtaining bids.
A vendor located in Little Falls, New York, was discussed as a possible resource for advertising and coordinating the bid process.
The Board discussed beginning the procurement process and obtaining specifications and quotations.
The existing 2013 truck would likely remain in service as a backup vehicle for a period.
The Board discussed potentially selling, auctioning, or trading in vehicles in 2027.

CODE OFFOCER REPORT

The report was reviewed without discussion.

The Board discussed whether a special meeting might be necessary to address outstanding minutes and ensure proper quorum and procedural requirements.
The Board received updates regarding Planning Board and Zoning Board activities.
Discussion included upcoming meetings, quorum concerns, and the approval and posting of previous meeting minutes.
The Board discussed the importance of maintaining proper procedures and ensuring that minutes are completed and posted for public access.

The Board discussed whether a special meeting might be necessary to address outstanding minutes and ensure proper quorum and procedural requirements.

WATERSHED REPORT

The Board discussed watershed inspection activities and property maintenance matters.
Since the previous meeting, approximately 26 additional properties had been identified for inspection during August.
Approximately 90 reminder letters were prepared and mailed around August 28–29 to property owners whose inspections were due during 2026.
The report indicated that approximately nine properties remained to be inspected for the 2026 inspection cycle.
The Board discussed continuing follow-up efforts and maintaining accurate records of inspections and property maintenance compliance.

ETHICS REPORT
The Ethics committee will meet on Monday September 13, 2026, to review the Financial Disclosure forms.

DOG CONTROL OFFICER REPORT
The Board discussed a serious dog bite incident involving a Town resident and an animal control officer.
The incident involved a dog that had previously demonstrated aggressive behavior toward individuals entering the property. During a recent inspection or visit, the animal control officer was bitten twice. The second bite punctured the skin, and medical treatment was required.
The Board discussed the dog's history, vaccination status, prior incidents, and the safety concerns associated with the animal.
The owner has indicated a willingness to surrender the dog to the Town.
Discussion included:

- Procedures for taking possession of the dog.
- The owner's desire to be present during the process.
- The safety of Town personnel and shelter staff.
- Veterinary evaluation and possible sedation.
- Costs associated with veterinary services and potential euthanasia.
- The dog's prior behavior and suitability for adoption.

The Board agreed that additional information should be obtained regarding the dog's veterinary history and the appropriate procedure for handling the animal.
The Animal Control Officer will continue coordinating with the owner, veterinarian, shelter personnel, and Town officials.

HISTORY REPORT

Volunteer Hours: 63
1. Open House held August 8th 10-2 pm. Easily the best turnout that we have ever

had. Lots of enthusiasm for the subject matter.
2. Picked up and returned the Ben Reno boat from the Boating Museum. Steve Veley stepped in to transport the boat at the last minute.
3. Completed setting up the displays in the History Room.
4. Returned the displayed artifacts from Open House to their places.
5. Josh Trombley at the Switz donated four gift certificates for the Open House. All winners received their gift certificates.
6. Continued binder organization.
7. June Smoot will renew the Hallett family loan items for another year. Paperwork in progress.
8. Paul found a program that will compare scanned images that will assist us with eliminating all of the duplicates on the server.
Planned for September:
1. Meet with Michael from Marbles to get the case for the Steuben County map project going.
2. Research the process for installing Historical markers in Town.
3. Continue to work on organizing binders.
4. Complete work on organizing all the Town businesses.
5. Lay out plan on how we will approach the organization of all the family information that we have.
6. Paul will continue his work on eliminating duplicate scanned images.

WEB STATISTICS
Reviewed without discussion

OLD BUSINESS
None

NEW BUSINESS

County Legislator Jeff Horton provided an update to the Board.
He reported that the County is beginning its own budget process, including budget workshops and public hearings.
Mr. Horton discussed potential changes in federal and State funding for County employee benefits. He reported that certain mandated employee benefit costs could create an additional financial burden for the County if State funding is not provided. He noted that the County's fund balance and sales tax revenues remain important resources in managing these costs.
Additional updates included:

- Sales tax revenues are currently up.
- The County may receive an additional sales tax reconciliation or "true-up" payment.
- Property tax information and assessments are available through the County website and assessment services.
- The DMV has hired additional employees at its locations.

Mr. Horton also discussed the traffic safety concerns previously raised by the Board. He indicated that he would continue communicating with County officials regarding possible additional warning signage, including a potential "Stop Ahead" flashing sign.

EXECUTIVE SESSION
No executive session

ADJOURNMENT
A motion to adjourn the meeting was made by Councilmember Haar, seconded by Councilmember Freeman. All are in favor
Meeting adjourned at 7:05 pm,
Respectfully submitted,
Angie Serphillips
Town Clerk