

# TOWN OF WAYNE BOARD MEETING MINUTES March 9, 2021

The March 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 (Present at Town Hall)  
Councilperson Haff (Present at Town Hall)  
Councilperson Freeman (Present at Town Hall)  
Councilperson Walton (Present at Town Hall)  
Town Clerk Mahr (Present at Town Hall)

Also in attendance at Town Hall were Megan & Doug Howard, Wendy Martin, David Scott, LuAnn Simmons. Darlene Swarthout, Jeff & Pat Horton. Participants identified via Zoom conferencing were Peter Schnorr, Samantha Swarthout, Karen Doucette, Candy Dietrich, Cody Kenney, Chris Toomey, Chris Curry and Donna Sue Kerrick.

## **Guest Speaker**

Steuben County Legislator Jeff Horton gave a county status update. The Sheriff's Department recently celebrated its 225<sup>th</sup> anniversary. There has been administrative code adjustment with county employees that changes their vacation and sick time from days to hours to coincide with the union payroll reporting. The early retirement program instituted in 2020 had 40 people volunteer to participate. This enabled the County could to avoid layoffs. The overall sales tax revenue dropped 5 % which was much more positive than expected. This was primary due to the recording of internet sales tax revenues. County Legislator Horton is getting involved with reviewing the Watershed Inspection agreement with Schuyler County for the Sylvan Beach area. Councilperson Freeman asked if there was an update on the mandatory Emergency Planning requirement. Legislator Horton said there was none.

## **Approval of Minutes**

The February 9<sup>th</sup> Board meeting minutes were reviewed. Motion to approve was made by Councilperson Haff and seconded by Councilperson Kenyon with all in favor.

## **Supervisors Report**

Supervisor Dunbar reviewed a resident request to have the Town pay for their windshield replacement. The windshield was cracked from stones lost from the Town Highway's 10-Wheeler. The Town's insurance indicates the Town isn't responsible. The Board agreed not to make any payment. The voucher prepared in the monthly Abstract will be deleted.

The Town has received an offer to buy out the lease for the cell tower. No price was given. Councilpersons Haff and Walton expressed concerns that it was premature to consider selling the lease at this time.

A letter has been written by a landowner located on Keuka Village Road for remediation work to be done on the culvert boarding their property. Superintendent Howard investigated the situation with Jeff Parker from the County Soil & Water department. Their review indicated that the original culvert apron is in good shape and the repaired apron was not poured by either the Town or state so there is no requirement to give the landowner assistance to do the any remediation.

At 6:52 Councilperson Kenyon made a motion to enter into executive session to review the final volunteer openings from the January 19<sup>th</sup> organizational meeting. The motion was seconded by Councilperson Haff. At 6:58 Councilperson Kenyon made a motion that the Board come out of executive session, seconded by Councilperson Haff. The Board came out of Executive session with Councilperson Haff making a motion that Karen Doucette be named to the Town Ethics Board, Don Robbins be named as alternate to the Zoning Board and Sheryl Harnas be named as an alternate to the Planning Board. The motion was seconded by Councilperson Kenyon with the voting as follows:

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

Supervisor Dunbar also discussed that the DEC will be drilling test wells at the inactive landfill. The driller offered to a drill test well for the Town's water system for \$2,000. The intent being to determine if the Town still needs to supply a separate water system to the (5) homes located near the Hall. Councilperson Freeman suggested that the Town should review what their legal obligations are and Councilperson Haff countered with a concern on legal expenses. Councilperson Kenyon suggested placing a cap on legal fee. Supervisor Dunbar will communicate this request to have the Town's attorney review before committing to any test drilling.

The Supervisor's Financial report was reviewed. Though the Town's tax monies have been deposited in the Highway and General Funds the dollar amounts have not shown up yet in the report. Petty cash still is not resolved. There are no new updates on potential proposals from Williamson Law for outsourcing payroll or implementing cloud-based software.

Councilperson Haff asked to see Bank Statements for General and Highway Funds. Supervisor Dunbar to provide copies of the statements. Councilperson Freeman questioned why the Justice account was negative. Supervisor Dunbar stated a couple of checks have disappeared. No motion was made to approve the Supervisor's Report.

### **Clerks Report**

The Clerk's monthly report for February was reviewed with no discussion. Motion to approve report was made by Councilperson Kenyon and seconded by Councilperson Haff with all in favor.

Abstract 3 Vouchers submitted were reviewed. Voucher number 33's dollar amount for the Assessor contract needed to be changed and Voucher number 51 needed to be deleted. After incorporating those changes the Abstract 3's vouchers were broken down as follows:

• General Account	Vouchers 32 - 57	\$28,889.43
• Highway Account	Vouchers 17 - 28	\$14,173.89
• Keuka Lighting	Voucher 32	\$ 86.46
• Trust & Agency	Voucher 2	\$ 718.84

Detail was provided on the Harter Secret attorney fees voucher. Councilperson Kenyon asked for clarification on the 12/27 charge for a personal issue. Supervisor Dunbar to call Councilperson Kenyon to discuss. A motion to approve the revised Abstract 3 vouchers was made by Councilperson Freeman and seconded by Councilperson Walton with all in favor.

### **2021 Taxes**

Clerk Mahr reviewed the 2021 Property tax collection figures as of March 1, 2021. \$2,361,523.81 have been collected which included \$737.66 in penalties. \$336,227.66 taxes are outstanding. Clerk Mahr stated that Steuben County decided to keep late fee penalties in place.

### **Justice Report**

The monthly report was presented with no discussion.

### **Assessor Report**

The monthly report was reviewed with no discussion..

### **Highway Superintendent**

Superintendent Howard reported that 1,548 gallons of fuel was used in February. There were a lot of ice control purchases. The inventory for Town signs for that need to be replaced has to be updated. The large number of replacements could create a budget concern. Superintendent Howard to provide an estimate at next board meeting.

Superintendent Howard asked for approval to purchase a new rear tractor mower discussed at the last board meeting. The price for the mower is \$14,254.40. Supervisor Dunbar suggested waiting and looking for a used replacement tractor with an attachment. Superintendent Howard stated that this unit can be attached to another tractor if and when the current unit is replaced. Councilperson Haff asked if there was any update on the potential for a \$70,000 grant to buy a new tractor. Supervisor

Dunbar stated he has not done any recent follow-up on that option, adding that he has been reviewing used tractor prices and they are in the \$40,000 range. Councilperson Haff made a motion to buy the rear tractor unit. The motion was seconded by Councilperson Kenyon with the voting as follows:

Councilperson Freeman	Yes
Councilperson Haff	Yes
Supervisor Dunbar	No
Councilperson Walton	Yes
Councilperson Kenyon	Yes

Superintendent Howard is to find out delivery details. A permissive referendum will need to be done because the monies to pay for the equipment will come out of the Highway equipment reserve fund.

Superintendent Howard also asked that a No Parking sign be placed on Keuka Village Road on the southeast side of the Hyatt Hill intersection. Motion to install the sign was made by Councilperson Walton and seconded by Councilperson Freeman with the voting as follows:

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

The 2020 CHIPS reimbursement is still scheduled for the end of March. The Town received \$832.50 for scrap metal reimbursement.

The Town clean-up is scheduled for Saturday May 22<sup>nd</sup>. Announcement cards with date and fees to be presented at April board meeting.

Councilperson Haff asked for an update on the Town's 10-wheel International truck. Superintendent Howard stated that he would like to eventually replace it with the Western Star 10-wheeler currently operated by Nate Cook. This would take place if and when a new 10-wheeler is purchased. The 10-wheel International could still be used as a spare dump truck.

Councilperson Freeman Haff asked if the time clock for the payroll system for the highway union employees has been installed yet. Supervisor Dunbar did now the timeframe but is trying to coordinate it with the potential payroll changes. Councilperson Freeman reminded the Board that a time clock needs to be provided as part of the approved Union contract.

### **Code Enforcement Officer**

The monthly code enforcement report was reviewed with no discussion. Councilperson

Walton asked about the status of FEMA changes for lake front properties. CEO Harrop to provide follow-up. The zoning board minutes were reviewed with no discussion. The planning board minutes are still in draft mode.

### **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 that the Town dog shelter passed inspection. In addition, DCO Howard passed the DCO inspection which is separate from the Dog shelter. Moving forward there will be a focus on ticketing hostile unlicensed dogs.

### **History**

A history department update was provided with no discussion.

### **Web Statistics**

Report reviewed with no discussion. Clerk Mahr to email DSD webworks for estimate on adding Facebook link to Town website.

### **Old Business**

Ms. Darlene Swarhout gave an update on the Town playground. She is coordinating a fundraising drive to upgrade some of the facilities on the Playground including a basketball court. The fundraising goal is \$8,000. Other potential fundraising activities include a "White Elephant Sale" and a quilt raffle. Supervisor Dunbar discussed the possibility of the Town matching the donation funds. Councilperson Haff suggest contacting the Town's insurance company to review construction requirements to avoid having any potential liability issues. Supervisor Dunbar will initiate that request with Sprague Insurance.

### **Public Comments**

Ms. Donna Sue Kerrick state she would pledge a donation for the basketball hoop for the playground.

### **Announcements**

The next board meeting is Tuesday, April 13, 2021

### **Adjourn**

Motion to adjourn was made by Councilperson Haff and seconded by Councilperson Freeman with all in favor. The meeting adjourned at 8:20 PM.

Respectfully Submitted

William Mahr  
Town Clerk  
March 9, 2021

