

## REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held July 21<sup>st</sup>, 2016 at the Village Gym. Supervisor Stelmashuck called the Meeting to order at 6:30 p.m.

### **PRESENT:**

Stephen Stelmashuck, Supervisor  
John Dunham, Councilor  
G.R. Horning, Councilor  
Carra Watson, Councilor  
J. Horning, Councilor  
Kelly Reader, Town Clerk

**ALSO PRESENT:** Craig Petit, Hwy Sup't; Paul Baxter, Tug Hill Rep; Dan Burns, Bookkeeper; Dale Chapman, Bob Genant, Town Attorney; L. J. Harvey, Fire Chief; Doug Houghton, Parish Village Trustee; Casey Brouse, APW School Board Member; Anita Murphy, APW School Superintendent; Ernie Peters, APW School Board President; Rich Lopitz, Town Assessor; Karen Gage; Paul Gage, Planning Board Member; Luz Marina Zender, Parish Village Trustee; Jackie Murphy, Parish Village Trustee; Kevin Dwyer, Town Dog Enumerator; Doug Jordan, Planning Board Member; Brad Hilton, ATV Club Rep.; Rebecca Hilton, Richard McDermott, APW School Board Member; and Leandra Kovalchic, APW School Board Vice-President.

### **APPROVAL OF MINUTES:**

**June Minutes:** A motion was made by Councilor J. Horning seconded by Councilor Dunham to accept the Minutes of the June Meeting as received. Roll taken...motion carried.

### **SUPERVISOR'S REPORTS:**

**Supervisor's Financial Reports:** The Supervisor's Financial Reports were presented to the Board and filed with the Clerk.

**Revenue Reports:** The Regular and Justice Revenue Reports were presented to the Board and filed with the Clerk.

**August Calendar:** Supervisor Stelmashuck presented the August Calendar and stated that the next Joint Workshop will be on August 4, 2016 at 7:00 pm.

### **COMMISSION REPORTS:**

**CARPP Committee:** Councilor Watson stated that all she had to report was that the committee is getting ready for Olde Home Day on August 6, 2016. The CARPP Committee will meet on August 3, 2016 at 7:00 pm.

**Emergency Services, Engineering, Public Safety, and Water:** Councilor Dunham asked when the McFee Ambulance contract expired and we should request any increase to be submitted prior to budget workshops. Miller Engineering has compiled a report with projected prices for a Water District. A meeting will be held with the Town of Hastings on July 22, 2016. The water pipe ends on US Route 11 in Hastings. An informational water meeting will be held sometime in August. Councilor Dunham stated although we apply for grants, we cannot count on getting them. Councilor Dunham stated that if possible the water project should be done in conjunction with natural gas.

**Budgeting and Financial Affairs:** Councilor J. Horning reported that he met with Bookkeeper Dan Burns on the budget report detailing the town's finances as of June 2016. Councilor J. Horning will have a report on the Town's financial status at the next meeting.

**General Government & Policies:** No report at this time.

**Infrastructure & Public Facilities:** Councilor G.R. Horning stated that he had no report at this time.

**APW Capital Project Vote:** Anita Murphy, APW School Superintendent, explained the capital improvement project for the APW School District.

The scope of the project would provide an opportunity to make necessary repairs and complete preventative maintenance.

The project is estimated to cost \$4 million. The school would be reimbursed about .83 cents on a dollar.

The current staff would be conducting all work; little or no outside work/labor would be needed.

Among some of the renovations to be done are:

Elementary School-sidewalks and parking lot curbing.

Middle School-Roof.

Security upgrades in both buildings.

Boiler replacements and additional boilers.

Water storage tank removed and relocated.

Maintaining and repairing the school facilities and upkeep are critical.

Doug Houghton asked about how much the school had in Fund Balance? Superintendent Murphy responded around \$4 million.

Councilor G R. Horning stated that in his opinion the School Board has already overspent. Superintendent Murphy responded that they are on track with the current budget.

The Public Hearing for the project is on August 25, 2016 at 6 pm. at the JR./SR. High School. The vote is on September 6, 2016, 11 am - 8 pm at the JR./SR. High School.

## **REPORTS:**

**Legislator Report:** No Report at this time.

**Highway Report:** Highway Superintendent Petit stated that the Highway Department has mowed two passes throughout the Town.

West Monroe Highway Department aided the Town of Parish with removing 5 trees on White Road.

A third culvert was replaced on White Road.

White Road Reconstruction- motor paving would cost around \$80,000 and will hold up for at least 10 years. This would be around 16,000 yards.

A motion was made by Councilor G. R. Horning, seconded by Councilor Watson to allow White Road to be motor paved for \$81,000. Roll taken...motion carried.

CHIPS Money was discussed.

Quotes for White Road were discussed.

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to approve the 284 agreement authorizing the Highway Superintendent to conduct roadwork utilizing \$166,092.00 for 43.6 miles of road maintenance in the Town of Parish this construction season. Roll taken...motion carried.

Village Estimate for work to be completed by the Town Highway Department. Highway Superintendent Petit submitted an estimate for a culvert replacement on Montgomery Street without a catch basin-\$797.48, with a catch basin-\$892.78.

Highway Superintendent Petit stated that a more accurate option for billing is the cost of time and materials.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to authorize Hwy Sup't Petit to contract with the Village to complete work on Montgomery Street replacing a culvert pipe and possibly installing a catch basin. Roll taken...motion carried.

2014 Pickup Truck: A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to place the 2014 pickup truck with plow out to bid with Auctions International for a minimum bid of \$30,000 with plow. Roll taken...motion carried.

Highway Superintendent Petit brought up an issue regarding highway tools being used at the Town Park and not being returned in a timely manner. Also, personal vehicles and equipment being utilized to do Town work and liability issues.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Watson to authorize Highway Superintendent Petit to obtain an estimate on a used vehicle and basic tools to be used for working at the Town Park and the rural cemeteries. Roll taken... motion carried.

**Clerk's Report:** Clerk Reader submitted a written Clerk's Report and Dog License Report for June, 2016.

**Assessor's Report:** Assessor Lopitz gave the end of May, June and July reports. Assessor Lopitz responded to a question regarding pictophy. Pictophy is an overhead view of property.

**CEO/ZEO Report:** CEO/ZEO Bennett submitted a written CEO/ZEO Report for June 2016.

**DCO Report:** No Report. Supervisor Stelmashuck stated that he would set up a meeting with the DCO as the Board has some concerns.

**DCO Enumeration:** Kevin Dwyer is currently conducting a dog enumeration on the south side of State Route 69. He has been to 25 residences and 18 dogs have been counted.

**Planning Board Report:** Planning Board Member Paul Gage stated that the Planning Board has completed work on the Comprehensive Plan. Also, discussion has been held on minor subdivisions.

**Fire Chief's Report:** Fire Chief Harvey gave the Fire Report for July 2016. Water shortage is an issue as water sources are getting very low do to lack of rain.

**Tug Hill Circuit Rider Report:** Paul stated that he aided the Assessor with a printer connection problem. Also, Paul stated that he also completed an overdue clean up on the Assessor's computer. The State's tax cap limit is .68%, which is down from 2015. The town's website is up to date and the July tax roll has been posted

**CORRESPONDENCE, COMMUNICATIONS & PETITIONS:**  
None.

**OLD BUSINESS:**

**ATV Use of Easy Street:** Amending Local Law #3 of 2003 –authorizing ATV use on Easy Street, establishing Local Law #1 of 2016.

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to pass Local Law #1 of 2016 allowing ATV use on Easy Street.

Roll taken... Councilor Dunham-aye, Councilor G. R. Horning-aye, Councilor Watson-aye, Councilor J. Horning-aye, Supervisor Stelmashuck-aye... motion carried.

**Natural Gas for Parish:**

Mayor Perkins, Supervisor Stelmashuck, Paul Baxter and Katie Malinowski attended a municipal utility meeting in Booneville. Booneville established their own municipal utility electrical company in 1906. The State Public Service Commission does not allow for establishing municipal utilities if a municipality is located in a franchise area.

Supervisor Stelmashuck stated that the Town of Parish is not in a franchise area so the Town would be able to create a municipal utility. The next step would be to travel to Hamilton to obtain information on how to begin the process of creating a municipal utility for natural gas.

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to authorize Mayor Perkins, Supervisor Stelmashuck, Paul Baxter and Katie Malinowski to pursue the option of creating a municipal utility for natural gas on behalf of the Town of Parish. Roll taken...motion carried.

**NEW BUSINESS:**

Supervisor Stelmashuck announced the Town was at a 100% equalization rate.

**APPROVAL OF BILLS:**

**General Fund:** A motion was made by Supervisor Stelmashuck seconded by Councilor J. Horning to approve the claims to the General Fund, those being claims #174-#198 for a total warrant to the General Fund of \$114,945.21. Roll taken...motion carried. \$95,000.00 is the second installment for payment to the Parish Fire Company.

**Highway Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to approve the claims to the Highway Fund, those being claims #130-#140 for a total warrant of \$14,096.26. Roll taken...motion carried. \$10,000.00 is for insurance.

**EXECUTIVE SESSION:**

A motion was made by Supervisor Stelmashuck seconded by Councilor Dunham, to enter into Executive Session to discuss Personnel and Real Property. Roll taken...motion carried.

Town Attorney Genant, Highway Superintendent Petit and Clerk Reader were invited to attend.

A motion was made by Supervisor Stelmashuck seconded by Councilor Dunham, to adjourn from Executive Session at 8:05 pm. Roll taken...motion carried

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to adjourn at 8:07 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk