

Regular Meeting

Minutes of the Regular Meeting of the Parish Town Board held September 20, 2018 at 2938 E. Main Street, Parish, NY in the Village Gym. The Meeting was called to order by Supervisor Phillips at 6:30 p.m.

Present:

Mary Ann Phillips, Supervisor
John Dunham, Councilor
Doug Jordan, Councilor
G.R. Horning, Councilor
John Dunham, Councilor
Kelly Reader, Parish Town Clerk

Also Present: Craig Petit, Hwy Sup't; Kevin Dwyer, Tax Collector; Bob Genant, Town Attorney; Jack Rucynski, Deputy Supervisor; George Bennett, CEO; Rich Lopitz, Assessor; Dale Chapman, Joe Obey, Sheri Obey, and Paul Baxter, Tug Hill Rep.

MEETING OPEN TO THE PUBLIC:

No Comments.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF MINUTES:

Public Hearing: A motion was made by Councilor Jordan, seconded by Councilor J. Horning to approve the Minutes of the Public Hearing held August 16th, 2018 as received. Roll taken...motion carried.

Regular August Meeting: A motion was made by Councilor G.R. Horning, seconded by Councilor Jordan to approve the Minutes of the Regular August Meeting as received. Roll taken...motion carried.

REPORTS:

Financial Reports:

Revenue Reports: Revenue Reports were received by the Board by line item.

Expenditure Reports: Expenditure Reports were received by line item.

The information that was provided was year to date as of 8/31/2018 by line item.

Supervisor Phillips stated that Bookkeeper Butler was going to attend but she was not able to and she will be present at the next Budget Workshop. If any of the Board has any questions, they can either ask the supervisor or the bookkeeper at the Budget Workshop.

Liaison Reports:

Councilor Dunham stated that he and Attorney Genant had completed the Cell Phone Policy.

Supervisor Phillips asked Attorney Genant if he would get a finalized copy to the Board. The Travel and Credit Card Policy is still being worked on.

Budget, Finance, and Personnel: Councilor J. Horning stated that he had met with Hwy Sup't Petit to discuss the Union Contract. Councilor J. Horning stated that he will be meeting with Supervisor Phillips on Monday to discuss the Union Contract that expires on 12/31/2018.

Infrastructure & Public Facilities: Councilor Jordan stated he had nothing to report.

Emergency Svc. Public Safety, Engineering & Water: Supervisor Phillips stated that she had received information on Emergencies during storms.

Supervisor Phillips stated that they held a Public Hearing on the Water Project and the Vote for those in District 1.

Councilor J. Horning stated that he thought the Public Hearing went well.

The language on the Water Ballot was discussed. Discussion was held to make sure that the conditions on the Water District Ballot were spelled out. The purpose of this condition is to inform the voter that if the grants were not awarded, there would be no Water District formed.

Highway Report:

Hwy Sup't Petit stated that the Town has received \$195,491.37 in Chips Reimbursement. The funds were received in September. Hwy Sup't Petit stated that he thought this was the first time CHIPS Reimbursement was received in September.

Hwy Sup't Petit reported that the Highway Department have been completing jobs around Town and hauling sand.

Supervisor Phillips asked how long does it take to haul sand for winter.

Hwy Sup't Petit responded that it takes about 2-3 weeks depending on what other projects are needed to be completed. Also, one of the trucks are down.

Councilor J. Horning stated that this is the lowest he has seen the sand pile.

Hwy Sup't Petit stated that the county cut 100 loads of sand in two years.

Councilor G.R. Horning asked what will happen if they keep cutting the amount of sand they give us.

Hwy Sup't Petit stated that possibly other towns can get together and come up with a plan.

Hwy Sup't Petit stated that he had prices for signs as requested by the Board.

4 –Welcome to Parish Signs-\$65.00 per sign-\$260.00

Signs for Roads-\$540.00

Discussion was held regarding “Children at Play Signs”.

Paul Baxter stated that in the DOT Traffic Guide, the State discourages putting the signs up. The State does not recommend the signs unless it is a safety issue.

CEO Bennett stated that he has been asked by residents on Dimon Road if a Speed Reduction Sign and a “Children at Play Sign” put up.

Discussion was held regarding the process in which the Town can change speed limits on Town Roads.

Hwy Sup't Petit stated that the Town does not have the authority to reduce speed limits on Town Roads as the process requires speed limit studies and approval from other agencies. There are two houses on Dimon Road that are located in the Town of Mexico and two houses that are located in the Town of Parish.

Paul Baxter also stated that the DOT Traffic Guide specifies how the process is done for speed reduction on Town Roads.

Deputy Supervisor Rucynski stated that would look into the issue regarding the speed reduction process and get back to the Town.

A motion was made by Councilor Dunham, seconded by Councilor Jordan to authorize Hwy Sup't Petit to purchase 4 “Welcome to Parish Signs” with Zoning Enforcement Plaques and Road Signs, Roll taken...motion carried.

Assessor's Report: Assessor Lopitz reviewed a general outline of work he has completed: Completing Roadwork, keeping in contact with CEO Bennett in regards to Building Permits and other correspondence. Also, Assessor Lopitz spoke in regards to the new Enhanced Star Verification requirements. The deadline for exemptions is March 1st of every year. Assessor Lopitz will be sending out exemption forms out in the next few months.

CEO Report: CEO Bennett submitted a written CEO Report. CEO Bennett stated that he has followed up on violations and issued a citation for removal of a structure without a Demo Permit. Also, CEO Bennett is addressing a violation on White Road with an individual residing in a camper without a permit. Also, the individual has the Camping Trailer on a location that creates a safety issue.

CEO Bennett stated that he would like to request additional funds for his deputy as there has been a lot of additional work coming in. Supervisor Phillips stated that further discussion will be held in Executive Session.

Town Justice Report: The Justice Report was submitted by Justice Dayger for August, 2018.

Clerk's Report: Clerk Reader submitted a Clerk's Report for August, 2018.

DCO Report: DCO Spriggs submitted a written DCO Report.

Tug Hill Circuit Rider's Report: Paul Baxter, Tug Hill Rep. stated that he would have a Budget Comparison Sheet for the Board to help with the Budget Process very soon. Paul aided the Supervisor and Bookkeeper on a new Budget Layout.

Oswego County and County cities, towns, and villages passed the Shared Services Plan on 8/30/2018.

The NYS Tug Hill Commission met 9/17/18 at the Albion/Altmar Municipal Bldg. Paul brought up the subject of municipality's ability to get some kind of payment in lieu of taxes for the Amboy share of Happy Valley Wildlife Management Area. There are other municipalities within the Happy Valley Wildlife Management Area such as Parish that are not receiving any kind of payment. Paul stated that he expects that there will be a multi-municipal meeting about this in the near future as follow up.

There will be a public presentation on lake effect snow on 9/24/2018 at the Sandy Creek Town Hall beginning at 7:00 p.m. The presentation "Lake-Effect Research at SUNY Oswego and How We Use it to Prepare Others" will be by experts from SUNY Oswego Meteorology Department. The presentation is being organized by the NYS Tug Hill Commission.

The Tug Hill Commission has issued a new publication on Cemetery Abandonment and Municipal Responsibilities. It is also available on the Tug Hill Website.

The proposed town budget workshop was not scheduled locally due to limited time and competing demands.

Correspondence, Communications, & Petitions:

Letter from Williamson Law-Accounting Software-\$1,038.00

Mayor Perkins-E-mail

P2 Business Solutions-Phone Lines.

Oswego County Tourism Dept. Request.

Supervisor's Note to Town Employees.

OLD BUSINESS:

Town Signs:-Addressed under Hwy Sup't Report.

District#1 Water Vote:

Minimum-60 days-11/10/18-60 Days

Maximum-75 days-11/13/2018-75 Days

Location-Parish Fire Station

Date-November 13th, 2018

Time-12 noon-9:00 p.m.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to hold a Water Vote for District One on 11/13/2018 at the Parish Fire Station from 12 noon to 9 p.m. Roll taken...

Councilor Dunham: Aye Councilor G.R. Horning: Aye Supervisor Phillips: Aye

Councilor Jordan: Aye Councilor J. Horning: Aye

motion carried.

Designating Election Inspectors was discussed. Supervisor Phillips suggested having the Election Inspectors from outside the township.

Conditions and language on the ballot was discussed in regards to the wording informing the voters that if grants are not received to help with funding, there would be no Water Project.

Petition from Allen Road: Councilor Jordan stated that they are still working on the proposal.

State Comptroller's Letter: Most of the questions were answered by Dan Burns former Bookkeeper. As soon as the audit is complete, Supervisor Phillips stated that she notify the Board.

Harassment Training: Two sessions were held, an afternoon class and an evening class. There were around 27 participants that attended the training. Those that attended stated that they thought the training was beneficial.

Cell Phone Policy: The final policy has been completed and approved by the Board.

Credit Card Policy: Councilor Dunham stated that he and Attorney Genant are still working on the policy.

Garage Bid: Tabled until 2019 as the bid was too costly. Two pieces are still flapping on the roof. It was decided to repair the pieces for now.

Approve SWD for John Dunham, Kevin Dwyer, and re-certify for Kelly Reader: This has to be approved again as the form was not available at the time of prior approval. Tabled for Executive Session.

Appointment Vacancies: Tabled until Executive Session.

Other Business: Councilor Jordan asked Supervisor Phillips if the computer program that she purchased has been returned so the town can be reimbursed. Supervisor Phillips stated that she is waiting for a receipt as that is what the vendor requires.

NEW BUSINESS:

OS. Co. Human Resource Dept Memo:

Budget Update: Nancy Butler, Paul Baxter, and Supervisor Phillips are working on a Tentative Budget. The Tentative Budget should be ready for review on 9/27/2018 for the Budget Workshop.

Credit Cards for Town of Parish: This has been addressed earlier on the agenda.

Approval of Nancy Butler for Bookkeeper: Tabled until Executive Session.

Information Items:

Planning Board Meeting Agenda-8/27/2018. June and July Meeting Minutes.
Tug Hill Times.

MEETING OPEN TO THE PUBLIC:

Joe Obey stated that he lives on the corner of Chapman Rd and Voorhees Road.

Joe stated that he had two issues, a dog issues with his neighbor and an issue with the Dog Control Officer.

Joe explained that this issue has been going on for some time and explained the situation that the neighbor's dogs continue to come over and leave feces on his property.

Sometimes the debris is left near his well. He has tried to be reasonable and discuss the issue with his neighbor but the problem continues to occur. Mr. Obey has contacted Mr. Spriggs and his response is that he is addressing the issue. Law Enforcement has been involved. Mr. Obey stated that he thought that he has been patient but the situation has gone on long enough.

The Board agreed that this situation has gone on too long and they will address Mr. Spriggs, DCO to see what the status is. The Board will also follow up on the situation.

Dale Chapman stated that he thought that it was the Assessor's job to assess issues with dogs that cause damage. He thought that the Board should look into the matter for clarification.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF BILLS:

General Fund: A motion was made by Councilor Jordan seconded by Councilor J. Horning to approve the claims to the General Fund, those being claims #209-#237 for a total warrant of \$34,869.70. Roll taken...motion carried.

Highway Fund: A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the claims to the Highway Fund, those being claims for a total warrant of \$16,534.50. Roll taken...motion carried.

EXECUTIVE SESSION:

A motion was made by Councilor Dunham, seconded by Councilor Jordan to enter into Executive Session at 8:04 p.m. to discuss the appointment, promotion, demotion, discipline, suspension, dismissal, removal, medical, financial, credit or employment history of a particular person or person or persons.

Also, to discuss Collective Negotiations. Roll taken...motion carried.

Attorney Genant and Deputy Rucynski were invited to attend.

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to adjourn from Executive Session at 9:00 p.m. Roll taken...motion carried.

Approve SWD: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the SWD Resolution for Employees Forms-RS2418 and RS2417-A for John Dunham, Councilor and Kevin Dwyer, Tax Collector-6 hrs. and recertify Kelly Reader, Town Clerk-7 hrs. Roll taken...motion carried.

Appointment Vacancies:

A motion was made by Councilor Dunham, seconded by Councilor G.R. Horning to approve the following appointments to fill vacancies:

Richard Lopitz-Assessor-12/31/2018-Expiration

George Bennett-CEO-12/31/2018 –Expiration

Lynn Wood-Planning Brd Clerk-12/31/2018-Expiration

Roll taken...motion carried.

Bookkeeper Appointment: A motion was made by Councilor J. Horning, seconded by Councilor Dunham to appoint Nancy Butler as Bookkeeper effective immediately at the rate of \$20.00 per hr at 10-12 hrs per week, the same salary as the prior bookkeeper for the remainder of 2018. Roll taken...motion carried.

Remove Jack Krause as Deputy CEO: A motion was made by Councilor G.R. Horning, seconded by Councilor Jordan to remove Jack Krause as CEO Deputy effective immediately. Roll taken...motion carried.

Increase of Deputy Tax Collector's Salary: A motion was made by Councilor Dunham, seconded by Councilor Jordan to move the Tax Collector's Clerk Salary Line to the Deputy Tax Collector's Salary Line as requested earlier in the year by the Tax Collector. Roll taken...motion carried.

Raising Pay Rates: A motion was made by Councilor Jordan, seconded by Councilor Dunham to authorize any official or employee that is receiving under Minimum Wage \$10.40 per hour to raise them to Minimum Wage-\$10.40 per hour. Roll taken...
Councilor Dunham: Aye Councilor G.R Horning: Aye Supervisor Phillips: Nay
Councilor Jordan: Aye Councilor J. Horning: Aye motion carried.

ZBA Vacancy: The ZBA Vacancy was discussed as it remains vacant and it is a Village Appointment. Supervisor Phillips stated that she would discuss the issue with Mayor Perkins.

A motion was made by Councilor Jordan, seconded by Councilor J. Horning to adjourn at 9:11 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk