

REGULAR MEETING MINUTES

Minutes of the Regular Meeting of the Parish Town Board held Nov, 21st, 2019. The Meeting was held at 2938 E. Main Street, Parish, NY in the Village Gym. The Meeting was called to order at 6:30 pm by Supervisor Phillips.

Present:

John Dunham, Councilor
Doug Jordan, Councilor
G.R. Horning, Councilor
John Horning, Councilor
Mary Ann Phillips, Supervisor

Also Present: Jim Bernys, CEO; Debra Groom, Oswego County News Reporter; Carl Dayger, Town Justice; Craig Petit, Hwy Sup't; Dale Chapman, Joe Lesnau, Assessor; Paul Baxter, Tug Hill Rep.; Samantha Sparto, Bookkeeper; Gary Wood, Councilor-Elect; Carol Dwyer, Bob Genant, Town Attorney; Paul Gage, Karen Gage, and Robin-Eaton-Novak.

The Supervisor read a statement informing the public that if anyone wanted an opportunity to speak on any subject listed on the agenda to wait to be recognized by the Supervisor. The public will be allowed 3 minutes to address the Board. Speakers are instructed to refrain from personal attacks and insults directed at any individual or group. Attendees are requested to show respect for all speakers including Councilors showing the same respect.

MEETING OPEN TO THE PUBLIC:

No Comments.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF BILLS:

Budget Transfers/Modifications: A motion was made by Councilor G.R. Horning, seconded by John Horning to approve the Budget Transfers/Modifications as received. Roll taken...All in favor. motion carried.

General Fund A: A motion was by Councilor J. Horning, seconded by Councilor Jordan to approve claims to General Fund A, those being claims #249, #251-#256, #258-#274 for a total warrant of \$14,323.06. Roll taken...All in favor. motion carried.

General Fund B: A motion was made by Councilor G.H. Horning, seconded by Councilor J. Horning to approve claims to General Fund B, those being claims, #250, #257, #258, #266, #272 for a total warrant of \$178.18. Roll taken...All in favor. motion carried.

Highway Fund DB: A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve claims to Highway Fund DB, those being claims, #190-#211 for a total warrant of \$29,689.85. Roll taken... All in favor. motion carried.

SUPERVISOR'S REPORTS:

The Supervisor's Financial Report, Revenue & Expenditure Reports for all accounts were presented to the Board through October 31st, 2019. A current asset sheet is on file.

Reports: Hwy Sup't Petit gave the Highway Report:

3 trucks are ready and prepared for the winter season.

The Town has received 25% of payment from the county for plowing county roads. Payment has also been received from the county for mowing county roads.

Hwy Sup't Petit discussed rebuilding a motor for the 2004 Truck as it is used as a backup truck. Authorization has already been given for the repair.

Hwy Sup't Petit will meet with the Bookkeeper and the Supervisor to insure that the funds are still available.

The consensus of the Board is that the Hwy Dept. needs a backup truck.

Assessor's Report: Assessor Lesnau gave the following report:
Exemption forms have been mailed out for 2020. The deadline is March 1st, 2020 to file with the Assessor. Anyone that will be turning 65 next year can apply.

CEO Report: CEO Bernys
Justice Report: Judge Dayger
T/C Report: Clerk Reader
DCO Report: DCO Spriggs

Tug Hill Report:

Paul Baxter, Tug Hill Rep gave the following report:

Paul attended the following meetings:

Fundamentals of Water & Wastewater Facilities for Municipalities Workshop in Albion on October 29th at the Tailwater Lodge in Altmar.

Tug Hill Commission Annual Meeting and Dinner in Lowville at Tug Hill Vinyards on November 7th, 2019.

The invoice for Salmon River Council of Governments membership for 2020 has been submitted for payment.

Paul assisted with updating the 2020 Town Budget Spreadsheets.

There is an upcoming workshop for Newly Elected Officials Training on December 4th, 2019 in Boonville and on December 5th, 2019 in Lorraine both times are from 6pm-8pm.

OLD BUSINESS:

Sexual Harassment Policy: A motion was made by Councilor Dunham, seconded by Councilor Jordan to approve the Sexual Harassment Policy written by NYMIR as the Town's Sexual Harassment Policy. Roll taken...All in favor...motion carried.

Process requiring the Town Clerk to follow Board's Direction-Vouchers-Tabled until December Meeting.

Fundamentals of Water & Wastewater Facilities for Municipalities: The presentation was attended by some Town and Village Officials.

Town/Village Clerk's Office: The Supervisor is not permitted access: Tabled.

Interest & Bond Councilor Cost for Water District #1 Bond:

The correct amount is \$20,000.00. However, with interest and Bond Counsel costs, \$21,000 was put in the budget line for those that reside in Water District 1.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve interest and Bond Counsel costs for the additional \$1,000.00. Roll taken...All in favor. motion carried.

ACCEPTING PLANNING Brd Alternate Resignation: A motion was made by Councilor J. Horning, seconded by Councilor Jordan to accept the resignation of Stephen Ganetis as alternate to the Planning Board. Roll taken...All in favor. motion carried.

Standard Work Day for Court Clerk: A motion was made by Councilor Jordan, seconded by Councilor Dunham to pass a Resolution that the Town of Parish, Location Code 30195 hereby establishes a Standard Work Day for it's employees, Court Clerk-6 hrs and will report days worked to the NY State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body. Roll taken...All in favor. motion carried.

Resolution to allow the Town Supervisor with the Bookkeeper to remove Due to Due from Dollar amounts from previous years debt.- Tabled.

The question was asked what was the negative and positive effect of doing this procedure.

It would lower the fund balance and allow the funds to begin with a clean slate.

Gary Wood suggested that a stipulation be added that a policy should be put into place so this doesn't happen again.

Hwy Sup't Petit stated that the Comptroller's Office does not recommend borrowing from A and DA Accounts to B and DB Accounts or visa versa.

Balance Sheet: A & B, DA & DB Funds

Some funds owe other funds-Inter fund Transfers.

The funds that are transferred from are supposed to be paid back in the same fiscal year with interest.

The Town does not have a policy at this time.

A resolution needs to be drawn up to write off transfers from previous years and will give time to determine the amount.

OTHER BUSINESS:

Constable at Meetings: A motion was made by Councilor Jordan, seconded by Councilor Dunham to discontinue having a Constable at Town Board Meetings. Roll taken...

Councilor Jordan: Aye Councilor G.R. Horning: Nay Supervisor Phillips: Nay

Councilor Duham: Aye Councilor J. Horning: Nay

motion failed.

Councilor Jordan stated that he thought it was not necessary and it would save money.

CORRESPONDENCE, COMMUNICATIONS & PETITIONS:

Tug Hill Local Gov't Conference: 3/26/2020 at JCC in Watertown.

INFORMATIONAL ITEMS:

Tug Hill Times: 10/25/19 & 11/8/2019

Planning Brd: Agenda: 10/28/19 & Public Hearing Minutes: 10/28/2019

Town Brd Minutes: Regular October Meeting Minutes: 10/17/2019 & Public Hearing Minutes: 10/17/19 & 11/7/2019.

CiTi BOCES: The Spotlight

EXECUTIVE SESSION: A motion was made by Councilor Jordan, seconded by Councilor Dunham to enter into Executive Session at 7:24 pm. to discuss matters leading to the appointment, employment, discipline, dismissal or removal of a particular person or corporation. Roll taken...All in favor. motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to adjourn from Executive Session at 7:42 pm. Roll taken...All in favor. motion carried.

A Joint Meeting is scheduled for December 12th, 2019 at 7:00 pm.

A motion was made by Councilor Dunham, seconded by Councilor G.R. Horning to adjourn at 7:50 pm. Roll taken...All in favor. motion carried.

Respectfully submitted,

Kelly Reader
Town Clerk