

**Regular Meeting
December 17, 2020**

Minutes of the Regular Board Meeting of the Parish Town Board held December 17th, 2020 at 2938 E. Main Street, Parish, NY in the Village Gym and by Zoom. Supervisor Phillips called the Meeting to order at 6:30 pm.

Present;

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

Absent/Excused: Gary Wood, Councilor

Also Present: Craig Petit Hwy Sup't; L.J. Harvey, Fire Chief; Jim Bernys, CEO; and Paul Baxter, Tug Hill Rep.

Also Present By Zoom: Joe Russell, Water Attorney; Ken Dolan, McFee Ambulance, Rep.; Matt Johnson, Tug Hill Rep.; Bob Genant, Town Attorney; Robin Eaton-Novak, Deputy Supervisor; Terry Bennett, Emergency Management Office Rep.; Paul Gage, Melanie Chapman, Eleanor Kinney, and Shenvalee Lee.

Updated Resolution on Water District 1:

A motion was made by Councilor Horning, seconded by Councilor Jordan to pass an order of the Town Board approving the maximum amount proposed to be expended and to adjust the equivalent dwelling unit count (EDU) for the Village/Town of Parish Water District #1. Roll taken...

Councilor Jordan-Aye Councilor Dunham-Aye
Councilor Horning-Aye Supervisor Phillips-Aye
motion carried.

Mr. Russell was present to address any questions that the Board had in regards to Water District 1. Supervisor Phillips commented that it did not specify the total number of EDU's and asked if it had to be included.

Mr. Russell responded that the total number of EDU's does not have to be included. It's the total cost of the project and the cost per EDU.

Councilor Jordan stated that he didn't know how they were going to hold a vote with COVID going on. Supervisor Phillips reminded Councilor Jordan they they are doing Absentee Ballots as well. The Supervisor remarked if they come, they come. They can do Absentee Ballots and it's not a problem. Attorney Russell said they did one of these in Cape Vincent a few months ago and that is exactly what occurred. The people didn't want to get out and vote in person. They took advantage of the Absentee Ballots.

Councilor Jordan stated if the building is closed to the public, then we can't let the public in. Supervisor Phillips informed Councilor Jordan that the building will have to be open to the public, which ever building that will be used either the Gym or Fire Department. The Fire Department's building is currently closed to the public.

Schedule a Date for the Water Vote: The vote has to be held between February 15-March 2nd 2021. Attorney Russell stated that it does not have to be on a Tuesday as it doesn't matter. Monday, March 1st, 2021 was discussed.

A motion was made by Councilor Horning, seconded by Councilor Dunham to schedule March 1st 2021 to hold a vote for Water District 1 at the Village Gym, Parish, NY. Roll taken...

Councilor Dunham-Aye Councilor Horning-Aye
Councilor Jordan-Aye Supervisor Phillips-Aye
motion carried.

A time for the vote was discussed.

Attorney Russell stated that the Board does not have to set the time right now.

The vote needs to be held at least 6 consecutive hours between 8am and 8pm. The Board can set the time later. We don't go to advertising until we get closer to the date of the vote.

The other thing that needs to be done is to authorize Absentee Ballots.

Capital Project Water Fund H: A motion was made by Councilor Horning, seconded by Councilor Dunham to approve the claims to the Capital Project Water Fund H. Those being claims #255, #276 & #277 at a total warrant of \$1,839.15. Roll taken... Councilor Dunham, Councilor Horning, and Supervisor Phillips-Aye (3) Councilor Jordan- Nay (1) motion carried.

Highway Fund DA: A motion was made by Councilor Horning, seconded by Councilor Jordan to approve the claims to the DA Highway Fund. Those being claims #233-#249 & #259 for a total warrant of \$25,789.49. Roll taken... Councilor Horning, Councilor Jordan, Councilor Dunham, and Supervisor Phillips-Aye (4) Nay-(0) motion carried.

Highway Fund DB: A motion was made by Councilor Horning, seconded by Councilor Jordan to approve the claims to the DB Highway Fund. Those being claims #240, #250-#258 for a total warrant of \$3,207.64. Roll taken...Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips-Aye (4) Nay-(0) motion carried.

REPORTS:

Highway Report: Hwy Sup't Petit gave the Highway Report. Hwy Sup't Petit reported on the settlement on the trucks and he's been working on the paperwork.

Assessor's Report: Assessor Lesnau

CEO Report: CEO Bernys

Justice Report: Justice Dayger

Town Clerk: Clerk Reader

DCO Report: DCO Spriggs

Tug Hill Circuit Report: Paul Baxter, Tug Hill Rep.

Fire Chief's Report: Fire Chief Harvey

OLD BUSINESS:

Highway Truck Grant: A motion is not needed as approval to pursue the grant was previously given.

Donald McFee Ambulance Contract: A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the Ambulance Contract with McFee Ambulance Service for the amount of \$26,775.00. Roll taken...Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips Aye-(4) Nay-(0) motion carried.

Audit Update: Councilor Dunham has been in contact with auditors to discuss conducting a full audit for the Town of Parish. B&C-Ben and Company would get records ready for all departments before the Audit Process begins. This process would be beneficial because it would be cheaper for the town when they select an auditor to conduct the audit.

Councilor Dunham will get a price for Ben & Company to complete the process of getting the town's record in order for the town's audit.

Zoning Amendment Process:

Matt Johnson from Tug Hill reviewed some of the items that were needed to amend the current Zoning Law for the Town of Parish.

SEQR-Declaration completed form needs to be submitted to County Planning for review.

The six month Special Use Permit was discussed permitting use of camping trailers. It was the consensus of the Town Board to designate the 6 month Special Use Permit from May 1st-October 31st instead of anytime throughout the calendar year. Matt Johnson did not think there would be a problem making the minor change.

A motion was made by Councilor Dunham, seconded by Councilor Jordan to change the Zoning Draft to specify Special Use Permits will be issued from May 1st- October 31st. Roll taken ...Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips-Aye (4) Nay-(0) motion carried.

NEW BUSINESS:

Salmon River's Council of Govt IMA:

A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the Intermunicipal Agreement with Salmon Rivers Council of Government as presented. Roll taken... Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips-Aye (4) Nay-(0) motion carried.

Association of Towns Training: February 14-17, 2021-Virtual Educational and Networking Events. Designation of Delegate and Alternate to vote as a representative for the Town of Parish is needed.

Newspaper Fees: Clerk Reader brought to the Board's attention, that Oswego County Weeklies are charging the town to place town ads and notices in the Oswego County Shopper. This is not one of the town's official papers. When the Clerk questioned the paper regarding the charge, their response was they had to go in both papers. Their charges are double and sometimes more than what the Queen Central Charges for the same ad. The decision is up to the Board, however the Clerk wanted to bring it to the Board's attention.

Organizational Meeting Date:

Discussion was held that it is important that the Board receives the information prior to the Organizational Meeting. The Organizational Meeting sets all designations for the year and the Board needs time to review it prior to the meeting.

A motion was made by Councilor Dunham, seconded by Councilor Jordan to schedule the date for January 7th, 2021 in the Village Gym and by Zoom beginning at 6:30 pm. Roll taken...

Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips-Aye (4) Nay-(0) motion carried.

Informational Items:

Tug Hill Times-12/4/2020

Citi BOCES Spotlight

DCO Inspection Report-12/8/2020

Clerk's Minutes-11/9/2020, Public Hearing Minutes-12/2/2020

Tug Hill Webinar

Winter Guide-CNY Winter.com

NYSLERS Fall 2020 Newsletter

2021 Official Town of Parish Budget was received by Oswego County.

EXECUTIVE SESSION:

A motion was made by Councilor Horning, seconded by Councilor Jordan to enter into Executive Session at 7:42 pm. to discuss matters leading to the employment, dismissal or removal of a particular person or corporation and negotiated contracts. Roll taken... Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips-(Aye) Nay-(0) motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Horning to adjourn from Executive Session at 8:20 pm. Roll taken...Councilor Jordan, Councilor Dunham, Councilor Horning, and Supervisor Phillips Aye-(4) Nay-(0) motion carried.

Fire Contract:

A motion was made by Councilor Jordan, seconded by Councilor Horning to approve the Parish Fire Company Contract as presented for the amount of \$220,825.00 . Roll taken... Councilor Jordan, Councilor Horning-Aye, Councilor Dunham-Abstained, Supervisor Phillips-Aye with the understanding that she will be involved with contract negotiations for next year's Fire Contract. motion carried.

Approval of Parish Volunteer Fire Company, Inc 2021 Line Officers/Executive Officers/Members for the Parish Vol. Fire Company, Inc:

A motion was made by Councilor Jordan, seconded by Councilor Horning to approve the Parish Volunteer Fire Company, Inc. list of Line Officers, Executive Officers, and Members for the Parish Volunteer Fire Company as presented. Roll taken...Councilor Jordan, Councilor Horning, and Supervisor Phillips-Aye (3), Councilor Dunham-Abstained. motion carried.

Clerk Reader asked the Board for permission to speak on an ongoing issue that needs to be addressed. Permission was granted. Clerk Reader explained that for many years employee's retirement contributions were not reported correctly on W2's issued by the town. It did not begin with this administration, but it was reported to both administrations. This error resulted in employees paying more to the IRS after their taxes were filed due to the inaccurate information documented on their W2s. The W2s going forward have been corrected. However, the issue regarding retirement contributions documented on prior W2's was not corrected and needs to be amended to avoid issues in the future. Many agencies have been contacted to see how and who corrects this process. The response from the agencies was that its the town's responsibility to make the corrections. Whom ever is responsible for issuing the employees their W2's.

Assistance has also been offered to resolve this matter, however the offer was not welcomed. Councilor Jordan wanted to discuss the issue further as Supervisor Phillips attempted to close the meeting. Supervisor Phillip's response was "She was not doing it" and proceeded to call for a motion to adjourn.

A motion was made by Councilor Jordan, seconded by Councilor Horning to adjourn at 8:25 pm. Roll taken...Councilor Dunham, Councilor Jordan, Councilor Horning, and Supervisor Phillips-Aye (4) Nay-(0) motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk