

**TOWN OF WAYNE  
BOARD MEETING MINUTES  
May 14, 2019**

The May monthly meeting commenced at 6:30PM with the Pledge of Allegiance. A moment of silence was held for Donald Walburn and Robert Nelson.

Present:      Supervisor Butchko  
                  Councilperson Haar  
                  Councilperson Haff  
                  Councilperson Freeman  
                  Councilperson Dunbar  
                  Town Clerk Mahr

Also present: Doug & Megan Howard, Jeff & Lulu Martin, Pat Gray, Chris Curry, Les Reimsnyder, Wayne Hand, Kurt Falvey, David Oliver, Beth & Chris Mooney and Dan Lodico.

**Approval of Minutes**

The April 14th Board Minutes were reviewed. A modification was made changing the road repair motion made by Councilperson Dunbar in the April meeting to address (2) roads (Silsbee & Coryell) not (3) roads. Motion to approve the amended minutes was made by Councilperson Haar, seconded by Councilperson Haff all in favor except for Supervisor Butchko who abstained.

**Supervisors Report**

Motion to approve the March Supervisor's Report was made by Councilperson Haff and seconded by Councilperson Freeman, with all in favor. The supervisor's report for April was reviewed. Supervisor Butchko presented an expense versus projection for 2019 for both the General and Highway funds. The discussion on the General fund included a list of repair projects for both the Town Hall & Barn and an allocation of monies for the Keuka Hill Road improvements. The Town Hall & Barn projects discussed were:

- Water System Replenish Reserve
- Roof Replacement
- Heating & Air Conditioning unit replacement
- Barn Floor.

The Highway fund discussion centered around funding for road and general repairs and potential reimbursement monies from the CHIPS and Pave NY programs

A motion was made by Councilperson Haff to transfer \$90,000 from the General Fund to the Highway Fund for the Keuka Hill road project. The motion was seconded by Councilperson Haar with all in favor. In addition, it was recommended by Superintendent Howard that the road paving on Keuka Hill should be increased for better long term durability. Superintendent Howard estimated this would cost an additional \$30,000 making the total cost for the road improvement \$120,000. A motion was made by Councilperson Haff and seconded by Councilperson Freeman to approve spending the additional \$30,000 out of the Highway

Budget to complete the project with all in favor. Superintendent Howard also recommended a phased in approach to repair Coryell Road starting with ditching both sides of the road for water diversion.

Motion to approve the Supervisor's Report for April was made by Councilperson Haff and seconded by Councilperson Freeman with all in favor.

The following additional fund transfers were also proposed and approved.

- 1- Motion to move \$10,000 to replenish the Water System Reserve was made by Councilperson Freeman and seconded by Councilperson Haff with all in favor.
- 2- Motion to move \$90,000 from Highway unallocated funds to the Equipment Reserve was made by Councilperson Haff and seconded by Councilperson Haar with all in favor.
- 3- Motion to do a fund transfer for a budget modification in the General Fund to cover additional attorney fees of \$14,113.08 was made by Councilperson Haar and seconded by Councilperson Freeman with all in favor.

Councilperson Haar suggested reviewing the attorney's associated costs in the Town's 2018 expenses.

### **Clerks Report**

The clerk's report was presented and reviewed. Clerk Mahr noted that revenues in April were up mainly due to real property transfers. Motion to approve the clerk's report was made by Councilperson Freeman and seconded by Councilperson Haar with all in favor.

Vouchers of Abstract 5 were submitted and approved including Voucher # 128 for Harter Secrest & Emery which was tabled at the April Board meeting pending more invoice detail which was provided.

Abstract 5 Vouchers submitted were broken down by:

• General Account	Vouchers 129 -161	\$11,226.25
• Highway Account	Vouchers 44 - 54	\$53,297.61
• TA Account	Voucher 13 - 17	\$ 6,860.72
• SL Account	Voucher 5	\$213.23

### **Tax Update**

Clerk Mahr reviewed the final 2019 tax collection position resulting from his meeting with Steuben County on April 15<sup>th</sup>. The 2019 taxes collected were \$80,175.23 less than the amount collected in 2018, but the tax warrant was also \$79,433 less. The unpaid taxes were \$124,864.45 and represented 94 parcels for 2019 versus 104 for 2018.

A motion was made by Councilperson Haar and seconded by Councilperson Haff to appoint Maureen Kurtz as Deputy Clerk retro to January 1, 2019 with all in favor. Clerk Mahr to update the January Organizational meeting to reflect this update.

### **Justice Report**

Justice reports was reviewed with no discussion.

### **Assessor**

No report.

### **Highway Superintendent Report**

Highway Superintendent Doug Howard reviewed journal activities for the month of April and gave an update on the Keuka Hill project. Superintendent Howard also discussed the requirements for rebuilding Coryell Road.

Superintendent Howard also reviewed the need for a Drug & Alcohol Policy. A draft prepared by Health Officer, Beth Mooney, was reviewed by the Board. Ms. Mooney discussed that the Town would not be capable of doing the testing. Councilperson Freeman suggested the service be contracted out. Councilperson Haar will investigate what options Steuben County can offer. Supervisor Butchko and Superintendent Howard will review with Steuben County. Motion to adopt the Alcohol & Drug Policy subject to changes inputted from Steuben County was proposed by Councilperson Haar and seconded by Councilperson Haff with all in favor.

Councilperson Dunbar discussed the accelerating high costs associated with health insurance for the Highway department and potential tax ramifications.

### **Code & Zoning Officer**

Review of monthly report was presented with no discussion.

The approved Planning and Zoning Board Meetings minutes for April were reviewed with no discussion. Mr. Wayne Hand reviewed the implications of reducing the Zoning Board from 5 to 3 members in terms of quorum restrictions. A motion was made was made by Councilperson Haar to increase the Zoning Board from 3 members to 5 members with staggered expiration terms. The motion was seconded by Councilperson Freeman with all in favor. The present (2) alternates will become board members and the alternative positions will need to be advertised.

### **Watershed**

April watershed report was presented with no discussion.

### **Dog Control Officer**

Monthly report was reviewed with no discussion. Dog Control Officer Megan Howard reviewed who she has contacted as potential replacement options for Four Winds Kennel. A contract will need to be put in place with the selected option prior to Four Winds Kennel closing. Dog Control Officer Howard said she is looking into constructing a Town dog shelter to house lost dogs on a short term basis interim to finding their owners or placing them with new owners as a rescue.

### **History Group**

Monthly report was presented with no discussion. A Memorial Day Service to honor veterans will be held at Wayne Village Cemetery on Monday, May 27 at 10:00 AM.

### **Other Business**

The Town clean up day is scheduled for Saturday, May 18<sup>th</sup>. The Board agreed to keep the regulations the same as in previous years.

Keuka Lighting Loan- A motion was made by Councilperson Haar to loan the Keuka Lighting District \$1400 at .5% interest for the remainder of 2019. The motion was seconded by Councilperson Freeman with all in favor.

### **Public Comments**

Ms. Beth Mooney asked to review a correspondence sent out by Councilperson Dunbar to the Democratic Caucus that expressed concerns over the Town of Wayne accumulating a budget surplus of \$1.1M and the process by which the new Land Use Regulation (LUR) was approved at the end of 2018. Councilperson Dunbar responded first on the LUR process. Councilperson Dunbar stated that it was his understanding once the Planning Board gave the document to the Town Board it became the Town Board's responsibility to solicitate input from the community via public hearings to make changes. Councilperson Dunbar stated that meetings were held between planning board members, Town Supervisor and Town Attorney to work on the changes. Councilperson Dunbar viewed these as unsanctioned meetings because of the lack of Board participation. Councilperson Haar concurred with Councilperson Dunbar's opinion. Mr. Wayne Hand responded that throughout the entire LUR rewrite process the Board was continually involved over the last 5 years and that the purpose of those meetings was to input changes that came out of the Public Hearings that the Board wanted.

On the budget surplus concern Councilperson Dunbar stated the financial relationship between the unrestricted fund balance and budget seems to be unclear throughout the year until the Board sees the December Town Supervisor Report. Councilperson Dunbar stated that this number continues to have grown since 2014. Ms. Mooney asked the Board if the Town had a budget surplus of 1.1M Supervisor Butchko responded that was not the case. Councilperson Dunbar said he would consider a retraction on the misleading surplus figure of \$1.1M

Mr. Jeff Martin asked for an update on the Keuka Village parking. Superintendent Howard stated the expansion of the road shoulders was done the parking expansion and French drainage was scheduled for Thursday May 16<sup>th</sup>.

Mr. Les Reimsnyder expressed concerns about the Town of Wayne finances and if an audit could be requested and reviewed by the State Comptroller's Office. Supervisor Butchko stated that the Town prepares an annual update document (AUD) for the State Comptroller's Office. It has been approved every year for the past 10 years. Councilperson Haff stated that the Office of the State Comptroller help set up the town's finance process.

### **Announcements**

Town Clean Up is Saturday May 18<sup>th</sup> 8:00AM – 3PM

Board of Assessment Review date for tax grievances is Wednesday May 29<sup>th</sup> 4PM – 8PM

The next Town Board meeting will be held on Tuesday, June 11th.

Rabies clinic is Saturday June 15<sup>th</sup>.

**Adjourn**

A motion to adjourn the Town Board meeting was made by Councilperson Haff, seconded by Councilperson Dunbar and all in favor.

Meeting adjourned at 8:35PM.

Respectfully Submitted,

William Mahr Town Clerk

May 14, 2019