

**TOWN OF WAYNE
BOARD MEETING MINUTES
December 8, 2020**

The December 8th Board meeting commenced at 6:32 PM with the Board roll call followed by the Pledge of Allegiance.

Present: Supervisor Dunbar
 Councilperson Kenyon
 Councilperson Haff (Present at Town Hall)
 Councilperson Freeman
 Councilperson Walton
 Town Clerk Mahr (Present at Town Hall)

All participants were via Zoom conferencing accept for those noted above. Other identified attendees were Doug Howard, Steve Veley, Julie Haar, Ray Kane, Karen Doucette, Cody Kenney, Scott Hendershott, Mary Starkweather, Dave Harman, Kyle Decenberg, Chris Curry and Joy McDonald.

Approval of Minutes

The November 11th Board Minutes were reviewed. Motion to approve the minutes was made by Councilperson Kenyon and seconded by Councilperson Walton with all in favor. Following the approval Clerk Mahr followed up on the statement made by Supervisor Dunbar in the November 11th meeting regarding not distributing a letter from Jodie and Arthur Greene to the Town board. Clerk Mahr stated in the last Board meeting he was questioned for not giving copies of a letter from Jodi and Arthur Greene to the board. In response Clerk Mahr stated he would research what happened with this. Per his review, on October 24th the Greenes came to the town hall and asked to see Supervisor Dunbar. Clerk Mahr explained that the Supervisor did not keep regular hours. The Greenes told Clerk Mahr they had a letter for Supervisor Dunbar and the Town Board. I took possession of the letter and immediately put it in Supervisor's Dunbar mailbox with a note asking how he would like to proceed. No response was made by Supervisor Dunbar until the November Board meeting. Clerk Mahr called Mrs. Greene the day after the meeting and apologized for the Town not taking action on their request. Clerk Mahr went to their house and got another copy of the letter from which he made additional copies of and hand carried them to each board member.

The November 19th special board meeting/budget workshop minutes were reviewed. A motion was made to approve the minutes subject to the addition of attendees and editing of the DA 1990.4 budget change number from \$23,700.00 to \$23,780.95 by Councilperson Freeman and seconded by Councilperson Kenyon with all in favor.

Supervisors Report

Supervisor Dunbar stated there was no update on the planning board request for removal of LUR language. The town attorneys remain working on the appropriate

modification to the LUR to enable landowners to request repair and construction on the town road right of ways.

Councilperson Walton stated negotiation with the Union are ongoing. The Town gave the Union a proposal to consider and are awaiting a response.

Supervisor Dunbar presented budget modification resolutions for the General and Highway funds:

Debiting A599 Appropriated Fund Balance \$ 8,230.13

Crediting the following:

A1010.4 Assoc. of Town Dues	\$ 600.00
A1620.13 Town Clean-Up	\$ 75.00
A1410.46 Clerk Travel	\$ 52.50
A1410.47 Town Clerk Advertising	\$ 30.42
A1420.4 Attorney	\$ 3,464.50
A1620.417 Town Clean Up	\$ 2,000.63
A1680.26 Central Data Processing Ops.	\$ 74.05
A1680.41 Central Data Processing (Ink)	\$ 3.58
A3620.45 Code Enforcement Phone	\$ 57.82
A3510.48 Control of Dogs Contractual	\$ 200.00
A4025.48 Water Systems Supplies	\$ 40.30
A4050.11 Watershed Inspections	\$ 1,450.00
A4050.4 Public Health Sanitary Contract	\$ 20.00
A8010.1 Zoning Sec. Contractual	\$ 139.00
A8010.47 Zoning Advertising	\$ 17.37
A8020.47 Planning Advertising	\$ 4.96

Debiting DA599 Appropriated Fund Balance \$ 33,408.27

Crediting:

DA5110.4 General Repairs Road \$ 33,408.27

A motion to approve the budget modification for the General Fund was made by Councilperson Kenyon and seconded by Councilperson Freeman with the voting as follows:

Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Haff	No

A motion to approve the budget modification for the Highway Fund was made by Councilperson Kenyon and seconded by Councilperson Freeman with the voting as follows:

Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Haff	Yes

Supervisor Dunbar discussed an alternative option to having an Abstract 13 approved the end of the year. Instead the remaining expenses incurred this year could be recorded as accruals against the 2020 budget and could be approved for payment at the January board meeting. Supervisor Dunbar also stated he was getting the books in order for transitioning to the 2021 budget.

The monthly Supervisor Report was reviewed. Supervisor Dunbar stated that the Keuka Lighting line item discrepancy still needed to be addressed. Councilperson Haff expressed concern on why this has not been straightened out. Councilperson Haff also brought additional questions regarding General budget line items on the Health Officer, Contractual Town Hall, and on the payments made to the Deputy Highway Superintendent. Councilperson Haff stated it is difficult to vote on a budget modification when it is received on the day of the meeting and it makes it extremely difficult to monitor the budget. Supervisor Dunbar stated he he was still straightening the accounting out and suggested detailed budget and expense questions should be handled off line. Councilperson Haff stated he has tried to contact Supervisor Dunbar off line with no success.

Councilperson Kenyon asked for clarification on the Trust & Agency line item. Supervisor Dunbar stated that the figures don't always tie at the end of the month depending upon when NYS retirement fund deposits the portion of the Highway personal checks received.

Councilperson Kenyon made a motion to approve the Supervisor's report, seconded by Councilperson Walton with the voting as follows:

Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	Yes
Councilperson Walton	Yes
Councilperson Haff	No

Clerks Report

The Clerk's monthly report for November was presented with no discussion. Motion to approve the Clerk's Report was made by Councilperson Kenyon and seconded by Councilperson Haff with all in favor.

Abstract 12 Vouchers submitted were broken down by:

• General Account	Vouchers 247 - 270	\$15,745.99
• Highway Account	Vouchers 123 - 130	\$24,152.54

A motion was made by Councilperson Freeman and seconded by Councilperson Walton pay the Watershed administrator, Amy Gush, \$200 for usage of her personal cell phone with the voting as follows:

Councilperson Kenyon	Yes
Councilperson Freeman	Yes
Supervisor Dunbar	No
Councilperson Walton	Yes
Councilperson Haff	Yes

Motion to approve the vouchers was made by Councilperson Haff and seconded by Councilperson Freeman with all in favor.

Justice Report

The yearly justice audit remains open. Supervisor Dunbar to engage Deborah Castle to assist in December. Clerk Mahr will research what some of the other towns are doing regarding redact names appearing in the monthly reports.

Assessor Report

Assessor Oliver included in the Board packet a memo asking for Cell Tower tax impact and requesting he receive a 1099 form this year for his work on the revaluation.

2021 Taxes

Clerk Mahr stated that the preliminary schedule for receiving the 2021 Property taxes from Steuben County is the week of December 21.

Highway Superintendent

Superintendent Howard reported that 419.2 gallons of fuel was used in November. Sanding of Town roads has begun. Driveway pipes have been replaced on Slev and Hyatt Hill Roads. Road sweeping also has started in accordance with the Steuben County shared services contract. Superintendent Howard also reviewed a list of typical equipment maintenance activities that took place through the month. Superintendent also asked if the Board would like to reconsider the tractor purchase that was tabled earlier in the year. Supervisor Dunbar said they would need to meet to review an updated the equipment plan to set the appropriate priorities. Superintendent Howard should prepare a baseline on the current status of the Town equipment.

Superintendent Howard asked Supervisor Dunbar for assistance in preparing Chips information. He needs list of checks and associated invoices to submit for reimbursement.

Code Enforcement Officer

The monthly code enforcement was reviewed with no discussion. The zoning board minutes were reviewed with no discussion. The ZBA meeting held on 12/7 had neighborhood participation regard the proposed Morrison variance. The planning board minutes are in draft mode pending the committee meeting on December 14th.

Watershed

The monthly watershed report was presented with no discussion.

Dog Control Officer

The monthly dog license report was reviewed with no discussion. No detail DCO report was presented. Councilperson Kenyon asked Supervisor Dunbar where he was at for arranging meeting with her , DCO Howard and Harter Secrest on the dog laws. Supervisor Dunbar to follow up.

History

A history department update was provided with no discussion.

Web Statistics

Report reviewed with no discussion.

New Business

The County has issued a notice on the requirement for towns to have a New York State Mandatory Emergency Plan in place. The Board will review this project in January. A listing of the County Shared Services agreements was also provided to the Board for informational purposes.

In place of the annual Town volunteer dinner recognition event the Board agreed to procure \$40 Visa gift cards for its volunteers. Motion to approve the purchase of the gift cards was made by Councilperson Haff and seconded by Councilperson Kenyon with all in favor. Supervisor Dunbar to procure the gift cards and meet with Clerk Mahr to mail them out for the holiday.

Public Comments

Mr. Steve Veley expressed concern about the Coryell Road Project and its lack of progress. Mr. Veley said the road is in need of great repair and the residents are becoming increasingly frustrated with the periods of time where no work seems to be performed. Councilperson Walton suggested Mr. Veley have a direct conversation with Superintendent Howard on subject. Mr. Veley stated he has been difficult to get ahold of. Supervisor Dunbar suggested Mr. Veley meeting with Superintendent Howard and himself at the Town Hall on Wednesday December 9th.

Ms. Karen Doucette asked if the public could review the reports presented at board meetings. Supervisor Dunbar stated they are available via FOIL. Ms. Doucette also expressed concern on why the budget for the veterinarian expenses for rabies clinic was not in the 2020 budget. Supervisor Dunbar reviewed the budget process. Councilperson Haff stated the 2020 budget did have monies in for veterinarian expenses which somehow were deleted in the modified budget with no approved Board resolution to do so. Supervisor Dunbar asked for an email with details so he could research.

Mr. Ray Kane asked why minutes are not available on website sooner prior to the next Board meeting. Clerk Mahr addressed policy regarding draft minutes availability and stated they do not have to be published but must be available for FOIL requests.

Mr. Steve Veley asked why the Town wasn't holding in person board meetings at Town Hall. Supervisor Dunbar stated with the Covid crisis still active people should be able to participate in meetings where they are most comfortable and hybrid meetings using Zoom will continue.

Announcements

The next board meeting is Tuesday, January 11, 2021 following the Organizational meeting. Councilperson Kenyon asked that the meeting be scheduled separately. Supervisor Dunbar stated it was his authority to schedule the meeting and saw no reason why both couldn't be held on same night.

Adjourn

Motion to adjourn was made by Councilperson Freeman and seconded by Councilperson Walton with all in favor. The meeting adjourned at 8:15 PM.

Respectfully Submitted

William Mahr
Town Clerk
December 8, 2020

