

TOWN OF WAYNE

BOARD MEETING MINUTES DRAFT

January 11, 2022

A Board Meeting commenced at 6:00 pm.

Pledge of Allegiance

Roll call:

Present: Councilperson Freeman  
Councilperson Bauer  
Councilperson Harr  
Councilperson Kenyon  
Supervisor Mahr  
Clerk Angie Serphillips

Zoom; Erin McCann, Kody Kenny, Kyle Dencenberg, Steve Butchko, Megan Howard

In attendance were Joe Serphillips, Doug Howard,

On line were:

Chris Curry, Peter Schnorr, Steve, Kody, Kyle's Galaxy A21

Approval of minutes;

Two corrections need to be made.

Motion to approve the 1/25/2022 subject to typo corrections made by Councilperson Freeman, second by Councilperson Harr. All are in favor.

Officer and Committee report;

Summary of Organizational meeting has been changed by by Supervisor mahr.

Supervisors Report:

The Town has hired a bookkeeper. Her name is Jannelle Zonneville. She will be here on Tuesday and Thursday and as needed. Deb Bowers and Jennelle did a lot of hard work closing December. Final report should show no negative numbers.

Compared to the year end numbers from 2020, the General fund is up by \$107,768, and the Highway fund is up by \$80,385. These Highway results can be misleading. Most of that income came from receiving a lot more revenue than we expected. We also got a second mortgage, we budgeted for one, for \$40,000, we got two. Some contracts were cancelled, that saved some money in the budget.

On the Highway side, we received more revenue in CHIPS. When budgeting in 2020 for 2021, we were told not to go over \$40,000 to \$50,000. We also did not get CHIPS money for 2020. Highway Superintendent Howard was able to submit for CHIPS, on what we did in 2020, but we didn't get that money until April of 2021. That was \$87,000, plus there was another \$12,000. Plus, we applied for Chips money and they raised the amount from what we were told to

\$155,000. We got that money the last week in December. If not for the windfall in CHIPS, the Highway would have been in the negative in the money, year to year. We had a lot of expense with Coryell Rd , and there was not enough money to cover the Union wages, so we were taking money out of the Fund balance to pay the last 3 months of the year.

Supervisor Mahr would like to simplify reports to make it easier to look at, so that we can see what we have in the bank, what money was spent on, what revenue we received in the month, what it was for, to get to our balances. He would like to have it done by the end of the first quarter.

Motion made to approve the Supervisors report made by  
Councilperson Kenyon  
Seconded by  
Councilperson Freeman  
All were in favor

#### Budget Modifications:

Year- end resolution to get everything to zero. Budget modifications would be made to zero balance the budget. In the packet you will find what we did in the General and Highway fund. The snow removal personal, is the payroll for three employees. That reflects December and the fact that we were negative in November.

Social Security was off due to being off.

Supervisor Mahr would like to set up an organizational meeting. He wants to know what is important to the towns people that we need to discuss. It was agreed to have the Organizational meeting on January 18<sup>th</sup> at 6pm.

We reviewed the terms of the Planning and Zoning boards

What do we need to do to advertise for open positions We need to hire a cleaning service and we want to go out and bid on the mowing, with a contract in place.

Supervisor Mahr stated that a hard copy/draft, of the Procurement Policy is in the board packet, for the board to review and input.

#### Clerks report:

Clerks report was presented with minimal discussion. Motion to approve the Clerks report made by Councilperson Bauer, seconded by Councilperson Freeman. All were in favor.

Note: The annual comparison is \$3600 less than last year, is due to major activity in Cemetery services in 2020.

Abstract 13 was renamed Abstract 14 because the number 13 was used and appeared in January 2020 year end expenses were accrued.

Budget modifications were made R/T Voucher 272, overhead garage repair. Changes made per OSHA.

Motion to approve Vouchers made by:  
Councilperson Haar  
Seconded by Councilperson Freeman  
All were in favor.

#### Justice report:

Nothing to report

Assessor's report;

Assessor's report was on the number of sales we had, which were flat or a little lower than the year before

Highway report;

Highway Superintendent Howard reports;

330 ½ gallons of fuel were used. Replaced road signs. Ditching and pipe installed on Hyatt Hill. Sanded roads and parking lots. Filled pot holes. Worked on the E. Lake Road project. Road pick up for branches and limbs.

Replaced conveyor chain on 2013 Western Star and front brakes on 2013 one-ton dump.

For E. Lake Rd project, Superintendent Howard contacted Todd at the County to get on the list for the grinding. He wants to put it at the beginning of the schedule, which should be in April.

No bids were turned in for the shoulder project. Bid are advertised in the Shopper and on the Web-site. Discussion was made to advertise in the Corning Leader.

Superintendent Howard reports that the International 10-wheeler went up for bid and goes on to the 24<sup>th</sup>

Supervisor Mahr states that the Union contract has been signed, but he has not received it yet. See packet note from Highway Superintendent Howard.

Code Enforcement Officer;

There was no zoning board meeting this month. The draft for the December Zoning still needs to be approved. Planning board minutes were approved 1/10/2022 or 12/2021.

Ethics Board;

No scheduled meetings at the moment.

We need a line item for \$100, just in case there had to be notices put in the paper, or mailings etc.

Question was asked regarding the employee disclosure. Supervisor Mahr stated the we need to put out a template for employee disclosure. It needs to be in place by April.

Watershed report;

There were three inspections this month. Supervisor Mahr stated that we had a contract where we shared inspections with Schuyler County for sections of Waneta lake. That contract has expired, with no intention of being renewed at this time.

Dog Control Officer;

We issued two licenses in December.

History Group;

Joyce in her statement said the she is working with Scott Denning as he's revamping the website, and working on the data base.

Supervisor Mahr states he will schedule a meeting with Scott to show what Scott has done.

Health Officer Report:

Health Officer Mooney sent out an update via email.

Old Business:

Mengel, Metzger and Barr, started the audit. We are in the process of providing them with the information they have requested. We are a little behind because we were closing the year out, and we had the Holidays. The audit goes back to the start of 2020.

We did get a letter from the state with questions regarding the 2020 audit. There were discrepancies between the 2019 and the 2020. There are 6 questions that need to be answered. Supervisor Mahr recommended engaging Carol Golden to answer the questions. The would be cost \$300-\$350 for her to answer.

Supervisor Mahr also stated he would like to get a bid from Carol Golden and Mengel, Metzger and Barr, to get a bid to do the 2021 AUD.

Motion to approve to have Carol Golden address the audit questions was made by Councilperson Julie Harr. Seconded by Councilperson Kenyon  
All were in favor

New Business:

Supervisor Mahr stated that we will need to create a line item in the budget to pay the auditors.

American Rescue Act:

The Town of Wayne qualified for \$50,000. The check was apparently never received properly. Supervisor Mahr reviewed the situation with the State Controller office. He was told that the check was never cashed. They said that they will cancel that check and issue a new one. We will get another \$50,000 in the middle of this year as well. There are guidelines as to the use of the money. It is to be used to benefit the residents. There is a time limit to spend the money.

Motion to Adjourn:

Made by Councilperson Freeman

Seconded by Councilperson Kenyon

Meeting Adjourned at 7:55PM

Respectfully submitted by  
Angie Serphillips  
Town of Wayne Clerk

