

February 11, 2014

The regular monthly meeting was held at 7pm at the Town Hall

Present were:	Supervisor:	Steve Breneman
	Councilmen:	Joey Pudney
		Theodore Law Jr
		Jeff Smith
		Riley Closson
	Town Clerk:	April Law
	Highway Super:	Roy Eltz

Absent: Planning Board Chair: Kathryn Elwood

Also present: Accountant Debbie Fisher, Kim Hayden, Sharon Eltz, Marie Peri and Historian Beth Hummel.

Steve opened the meeting with the Pledge of Allegiance to the Flag.

PUBLIC COMMENT:

NONE

Prior to the meeting the Board members read copies of the minutes.

MOTION: "Accept minutes of meeting as written"

Made by Riley Closson, 2nd by TJ Law

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

MOTION: "Accept Accountants report as written"

Made by Riley Closson, 2nd by Joey Pudney

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

Prior to the meeting the Councilmen, reviewed discussed and signed vouchers

April wanted to talk a minute about the vouchers which she has had been questioned on. It has been brought to her attention that she is not doing what she is supposed to with the vouchers. April is supposed to be receiving all vouchers before the meeting and making an unaudited abstract to match up with the audited voucher given from the Accountant. The vouchers are supposed to be kept here in the records room and are public information. She said that there was a discrepancy with numbers and she looked up the proper way to address this as well as the storage & presenting vouchers. In Decembers meeting the Board approved payment of General Fund vouchers for the amount of \$15,350.07 and the abstract given to her afterwards said that \$18,350.07 was paid out. Steve said that he knows the problem was with numbers that were not caught and changed with the pay for the Dog warden, the voucher was made out for \$1500.00. The meeting approved a payment of \$1500.00 but the abstract says he was paid \$4500.00 which would explain the \$3000.00 difference and Steve added he caught in December and had to change the Agenda that was given to the Board. April asked Debbie which figure was paid out and Debbie said the \$15,350.07 was paid and she just didn't catch the change. April said she would need a new abstract and Debbie said she would do that. She said that she has always compared the abstract to the previous meeting Motion for approval and signed the abstract but with the difference found she looked in the Town Law Manual and it said to address the Board in meeting. She said that she needs to see all vouchers in her office by Friday before the meeting so she can go through them and make the unaudited abstract. Debbie said that was not possible, she and Steve prepare Board packets Sunday before the meeting, and April said she would have to refer to Marie and ask her how she did it all those years. Marie said she use to just get all the vouchers before the meeting and would go through them compiling her unaudited abstract and then would present them to the Board. Debbie said that was not right and that she would always prepare the paper attached to the vouchers and Marie said no, she did it. Debbie stated again that she had done that and Marie said she really didn't remember how she did it but they always came through her before the meeting. Steve added that since Debbie has been here it was done through Debbie. Marie added that the Town Clerks role is bank and balance and she would have her unaudited done with the vouchers before the meeting. Steve explained that he and Debbie prepare the vouchers here before the meeting then after they are approved she takes them home to issue checks. April said that anyone can come in a request a voucher and we have to give them a copy at .15 a page and she was unaware of this. April suggested

talking with Debbie to figure something out before the next meeting and Debbie asked April if she would be able to come over on a Monday or Tuesday to review them and she said she was fine with that. April asked what worked better for her and Debbie said she would not be here she will bring the vouchers on Sunday and then they are here for April to look at before the meeting Tuesday evenings, April said that was fine. Debbie pointed out that would work and April told Debbie Thank You.

MOTION: Pay Highway Fund vouchers for a total of: \$12,707.02

Made by Riley Closson, 2nd by Jeff Smith

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

MOTION: Pay General Fund vouchers for a total of: \$1,239.10

Made by Riley Closson, 2nd by Jeff Smith

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

MOTION: Pay Fire District voucher for a total of: \$36,143.00

Made by Riley Closson, 2nd by Jeff Smith

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

Total funds disbursed:

\$50,089.12

INFORMATIONAL CORRESPONDENCE:

Lindsay Andersen, manager at Country Acres Animal Shelter, came to speak to the Board briefly about who they are and what they do. She presented the Board with a copy of the agreement made between them and Groton, which mirrors Pitcher, as an example for the Board to look at. She also brought copies of ordinances and explained that the Board would have to go through it and look over licensing fees and such. Steve added that this was a guideline for all the rules and regulations. Lindsay added that any revenue that comes in from these will all

go back to the Town. She said she did not have a copy of the Town's Laws or fees but would look it over. She explained that they would be the Animal Control for the Town of Taylor, if the Board agreed. They would be available for calls regarding running dogs, licensing dogs and issuing appearance tickets. They are available Monday through Friday 8am-5pm and Saturday 8-12 and said they generally answer the calls right away but if it is busy and they are out on a call they will get back to someone within 24 hours. They are on call 24 hours for stray dog calls and have 3 employees. She said some advantages to having them are no extra costs. It is a flat fee whether they pick up 20 dogs in a month or none. They will license dogs they adopt out, with rabies proof, and we will receive those fees. She suggested adopting it as a Resolution so that it can be changed at any time as per licensing fees or penalties. She added that Town of Pitcher has put in place fees of \$20.00 1st offense, \$50.00 2nd and \$75.00 3rd offense. Lindsay said if they pick up a dog in Taylor and the owner comes to pick it up they would pay a \$30.00 redemption fee as well as making sure they have current rabies vaccine and she would provide this information in a monthly report. Jeff asked her if they do the vaccinations there and she said yes. He continued asking if someone comes to pick up their dog you make sure it is vaccinated and licensed before it leaves and she answered yes. She said that if someone calls about a dog running at large they usually start by sending out a letter to comply first attached to the ordinance letting them know what they are in violation of and if they do not comply then they will issue an appearance ticket. She added that she has worked with Judge Elwood before in Cuyler and said he would be notified of any issued appearance tickets after that. Lindsay again said that any revenue/fees, such as the \$30.00 redemption fee, they take in are given back to the Town of Taylor with her monthly report. Steve asked her if they do the licensing and she explained they have their own paperwork due to so many municipalities which is a standard form that has all the information they would need. They fill out that form, attach the rabies certificate and check and send it along to the Town Clerk. She would process it and send them the actual license and tag through the Town of Taylor. She added that recently the Town of Pitcher had done a dog enumeration and then ran a rabies clinic for \$10.00 a dog. They put flyers up and the Town Clerk came to the rabies clinic to license the dogs then and it made a huge difference. She said they would rather sit at a clinic for three hours than send out 100 appearance tickets. April asked if they did the dog enumeration and she replied no and said she had explained to Steve it is a conflict of interest. They feel they should not be the ones doing the enumeration plus issuing tickets to people. She

recommends the Town bringing in someone to do it then after she receives the list she goes through it and takes out everyone that already has the dog licensed and everyone else gets a letter alerting them that they have been found to have an unlicensed dog. We would give them a couple weeks to come in and then anyone remaining on the list gets an appearance ticket, issued by Country Acres. She added that as long as the Town Clerk is on board it works great. They have had experiences in the past where the information does not get passed along to them and then a year later the dog has passed or they have moved. Joey asked if they only come out after getting a call and she said pretty much. He asked if they drive around looking for dogs and she said no. They try to handle everything from the office or by dealing with the Town Clerk. For example, if someone calls them about a dog barking they will contact the Clerk and ask if that dog is licensed. If no they let them know they have a couple weeks to license the dog as well as fix the problem. They will attach a copy of that letter to the court so they are aware that there had been a previous attempt to get this taken care of. Jeff said you currently take any dogs for us that are picked up now and she replied yes we shelter them. He asked how much that costs and she said \$80.00 a dog he asked if that stays the same. She said no that is all included in the monthly fee, \$340.00 it would be a full contract. She again said sometimes we will not come over at all and Jeff said right. He added that he wasn't sure how many dogs we sent there last year and Lindsay said they sheltered 7 dogs for Taylor last year. She added that anyone coming into court on an appearance ticket would be paying a fee of no less than \$25.00 plus making sure they have paid the dog licensing fee. Joey asked if people can bring their dog there any time for a rabies shot. She said they try to stay away from that because they have a vet for the shelter not appointments. If it was an emergency she said they would try to work something out with them. She said the first few years they try to set up the rabies clinics to help facilitate people getting the vaccines and licensing done. She said that Homer pays \$3.00 per dog found during the enumeration whether it is licensed or not, but added that a Law under Department of Ag & Markets puts a \$5.00 fee into place for anyone found with an unlicensed dog. These fees will help offset the cost of the enumeration and she went on to explain, when paying the enumerator they would receive \$3.00 per dog, licensed or not, anyone found that is not licensed would have to pay a mandatory \$5.00 fee plus the cost of the license to the Clerk. Jeff asked if that was in the ordinance and she replied yes and he said okay. April said she recently went to Town Clerk meeting in Virgil and Solon recently hired someone to do there enumeration. Solon licensed 195 dogs last year and they found 450 on the

enumeration and April said in that case it would definitely help cover the costs. Lindsay asked how the dog schedule run and April replied all dog licenses expire August 31. She said we would be the only Town the handle that has them all in one month and added sometime in September after a warning letter has been sent we would forward over the names of unlicensed owners and they would issue appearance tickets immediately. Joey asked April how many dogs we have licensed and April answered around 180 and Lindsay said she would bet we have closer to 500 and April agreed. Jeff asked when the last enumeration was done and Sharon said Chip did the last one 2 years ago but there was not one for last year. Jeff said so it was 2 years ago and April added that he found just over 200 dogs. Lindsay asked if that included licensed dogs and April said the enumeration proved he found over 200 dogs in the Town of Taylor and we had about 180 licensed but added we had a high death rate with dogs as well. Jeff said the enumeration fee would be good incentive to get them in and licensed because they will have to pay that on top of the cost of the license, Lindsay agreed. She said you would have to find someone to do it, decide on what the pay would be for what they find then we would run an ad in the paper stating we have begun an enumeration and tell the public about the \$5.00 fee for any dog found during enumeration that was unlicensed. That way it makes people aware and they can come in and get the license before they have the added fee. She said usually they do an enumeration in the summer and suggested setting up a rabies clinic a month or so before hand for people to be proactive. They could come to the rabies clinic and if the Clerk was there they could walk right over and license the dog then saving them the fee and taking care of the rabies/license all at once. Sharon asked how that would work, if you put an ad in the paper saying we will do an enumeration starting June 1st and they come in will that license expire in August or will it be good for a whole year. Steve said that had been an issue of his before, should people be made to license the dog in July for 1 month then do it again. April said we would be more like July by this point and if someone comes into license a new dog in July I will put it through until the next year. Sharon said you can't do an enumeration in May and people come in to license and it is only good until August, you can't do that. She said the Town would have to coordinate that and April said I agree. Steve said he feels the best way to do it is license expires 1 year from issue date. Lindsay said it seems to be easier spreading it out but you could prorate it or something else. Steve said that could be another option, prorating the cost. April said once you agree and change it on our schedule there is nothing that can be done about it. If it is changed anyone

coming in after June 1st would get the license until August 31 of the following year. She finished by explaining that if a dog is hit by a car and picked up they will take care of it, vet visit, and bill the Town with a cap of \$200.00. It would be up to the Town of Taylor to pursue the fees back from the dogs' owner. They will hold the dog for 5 days and it is considered the Town's property because no one came to claim it. Sharon asked her again what time they were open and Lindsay said they are staffed Monday through Friday 8-5 and Sharon asked if someone was there to answer the phone. She replied yes, unless someone is out on dog calls but then they will return calls within 24 hours. Jeff asked if we would write up new Laws for them and Lindsay said Groton has an excellent ordinance that could we mirror. She suggested copying it and changing what pertains to Taylor and then having the Town's Lawyer look it over. Steve asked if there were any questions for Lindsay and the Board thanked her for her time. Steve told her the Board would discuss it and get back to her.

Steve presented the paper from Cortland County to extend Tax collection until June 1, 2014. April looked at it and stated it should be the 31st of May. She told the Board that legally she cannot accept any Property Tax payments after May 31, 2014.

MOTION: Extend collection of Property Taxes until May 31, 2014

Made by Riley Closson, 2nd by Jeff Smith

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

Steve told the Board he had called about the Highway garage's new truck and the other day it was sitting on a railcar in Kentucky. Riley said well then it's done and Steve said they expect it here by the end of this week, well down to Kurtz's. Steve reported that we have received 75% of the money from FEMA towards the bridge. There was a small discussion about prepayment for the truck but it was bagged and if it is an emergency he will contact the Board. Steve addressed the Time Warner Cable Franchise Agreement and said we will have to hold a Public Hearing on it which is just a formality. The Board agreed to hold the Public Hearing a half hour before next month's Board meeting, March 11, 2014 6:30. Steve asked Debbie if she wanted to go over the Budget line transfers and she quickly explained that the list presented was her ideas of how to clean up the budget

lines and zero everything out. She pointed out that one line was over by .10 in Highway and they can't have that.

MOTION: Accept Budget Line Transfer Items as presented by Accountant

Made by Jeff Smith, 2nd by Riley Closson

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

HIGHWAY REPORT:

Roy said they are painting and plowing to keep busy. He did have a question and said the old granddad road by Stapperfenne property. He explained how the road loops up around and said that little part of the road belongs to the Town. He would like to know if they would abandon it so he could have it. Roy said it was not granddad road and you go up his driveway and there is a semi-circle that comes back out on to Potter Hill. He claims it is still part of the Town and Jeff said when he had talked with Stapperfenne the concern was that pipe. Roy said he didn't mention the pipe but that was all he knew about it. Steve asked if it was on Potter Hill and Roy and Jeff explained yes it is right at the top of the steep grade, 1st place on the left. Jeff asked how they would get to granddad road and Roy asked if they still plowed that and Jeff said as far as he knows it did not get abandon. He didn't see why the Town could not do it but you have to make sure it is not landlocked. Roy said he could look at old records to see if it was and Jeff said he was pretty sure they talked about it but never did anything more. April said it may be in the records room and Jeff said they could probably go ahead and abandon it but he would look into and it. Sharon asked that they address the generator and Steve asked what it brought. Sharon replied it brought \$2550.00 which means they make about \$50.00 but after auction fees we do not get much. Roy and Sharon said we do not cover the auction fees they are paid by the buyer. She said they are going to have to make a decision and let them know. Steve said we are out from under it and made \$50.00, let it go.

MOTION: Accept auction bid of \$2550.00 for generator

Made by Riley Closson, 2nd by Jeff Smith

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

CODE ENFORCEMENT:

Mike reported that with the cold there is nothing going on. He reported that he had received a call from Eddie Wilkins regarding the property he owns and would like to turn in to an apartment building. Mike told him he would have to contact the County for a well and septic permit before he could issue any type of Building Permit.

Steve interjected and asked if the Board was going to make a decision on Country Acres and Jeff asked the fee. April and Steve said it is \$340.00 a month total of \$4080.00 a year. Steve said he talked with Sandy Doty and they have had them for 15 years with no hassle or problems. Joey Pudney said Pitcher has them and really likes their work and they have had no problems at all since they took over. Riley added that we would at least get a report every month, no more my computer died and they will write tickets. Jeff said the \$5.00 charge would have to be added and Steve said personally he feels this is the way to go. Jeff said it does seem like a big number but if you figure how much we paid for just sheltering the dogs it really adds up. Steve said the Town had a big bill just from one dog awhile back.

MOTION: Accept Country Acres as Dog Control/Contract for Town of Taylor

Made by Riley Closson, 2nd by TJ Law

Votes Cast: Jeff Smith

Joey Pudney

TJ Law

carried

CLERK'S REPORT:

April reported that she licensed 1 neutered dog this month giving the Town \$6.00 and she sent \$1.00 to the Department of Ag & Markets, copy provided to Board. She collected \$410,756.05 in property taxes this month. She has written a check to Steve for \$278,803.00 which settles payment to the Supervisor in full for this year. She provided a copy of the check on the back of her report.

MOTION: Adjourn the meeting was made by Riley Closson, 2nd by Jeff Smith....**carried**

Respectfully Submitted,

April D. Law
Town Clerk