

January 13, 2012

The regular monthly meeting of the Town Board met at 7PM in the Town Hall

Present were: Supervisor:	Steve Breneman
Councilmen:	Sharon Eltz
	Riley Closson
	Jeff Smith
	Nancy Elwood
Highway Supervisor:	Jim Smith
Town Clerk:	April Law
Accountant:	Debbie Fisher

Also present: Planning Chair Kathryn Elwood, Legislator David Fuller, Marie Peri, Denise Hopkins, & Town Historian Beth Hummel.

Steve Breneman opened the meeting at 7pm with the Pledge of Allegiance to the Flag.

Steve asked if there was any public comments. Denise Hopkins stated that she just wanted to the board to made aware that the village of McGraw has adopted a noise ordinance. She doesn't know if this is just to offset drilling. She will have to ask more questions but they adopted the same law as Marathon. Nothing more to add, just wanted board to know.

David Fuller then made a request on behalf of the Taylor Historical Society. David asked if Steve had received his Email. Steve answered yes, but did not bring copies to the meeting. David asked if he could hand them out & talk about the Email. Steve allowed him to do so quickly as it is a long night. Taylor Historical Society is looking for a place to store their records. They are currently being stored at the church & school house & it has no temperature or climate controls which will lead to things deteriorating rapidly. David is asking that we consider storing them here since we have a big building. He suggests the back room or old records room over at the garage. He mentioned getting a climate control machine for the room & using that. He also wanted to talk about getting soil leftover from digging ditches to fill in the back of the school house. He is concerned about the water ruining the building. They will not encroach on the pond just raise the building. He is not asking for a decision tonight & realizes he is late in his asking for this meeting. Steve said we will take it under advisement.

**County Legislator Report: by David Fuller**

They had a meeting & identified their public defender is at work & doing his job, may be rehired. David is not sure he will be. Steve then asked if David got the signs for Taylor Valley Rd like they had talked about. David stated No, but for the board's information the bridge that crosses Union Valley Rd. will be replaced & when it's done it will be a bridge. They will maintain the stream & part of that will be done this summer. Steve then asked when Taylor Valley will be done David replied the year 3013.

Steve thanked David for his report.

Steve asked if there was any discussion on the vouchers followed by asking if everyone had a chance to read the minutes from last meeting. Sharon brought up the fact that some things were left out. She pointed out 2 things left out that should be in the minutes, will make Amendment to last month's meetings minutes.

**MOTION:** "Accept minutes of meeting after corrections"

Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith

Votes Cast:	Sharon Eltz	Aye	
	Jeff Smith	Aye	
	Riley Closson	Aye	
	Nancy Elwood	Aye	
	Steve Breneman	Aye	<b>Carried</b>

While discussing Accountant's report Sharon stated she did not realize we had that much money left in the reserve account. Debbie stated it's because we have not transferred all the money yet.

**MOTION:** "Accept Accountant's report as presented"

Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith

Votes Cast:	Sharon Eltz	Aye	
	Jeff Smith	Aye	
	Riley Closson	Aye	
	Nancy Elwood	Aye	
	Steve Breneman	Aye	<b>Carried</b>

Prior to the meeting the Councilmen reviewed, discussed & signed the vouchers.

**MOTION:** Pay Highway Vouchers for a Total of: \$8,492.09

Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith

Votes Cast:	Sharon Eltz	Aye	
	Jeff Smith	Aye	
	Riley Closson	Aye	
	Nancy Elwood	Aye	
	Steve Breneman	Aye	<b>Carried</b>

Jeff brought up the voucher that was questioned in last month's meeting. Steve stated that they needed to submit a new voucher.

**MOTION:** Pay General Fund Vouchers for a Total of: \$10,735.61

Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith

Votes Cast:	Sharon Eltz	Aye	
	Jeff Smith	Aye	
	Riley Closson	Aye	
	Nancy Elwood	Aye	
	Steve Breneman	Aye	<b>Carried</b>

**Total funds disbursed was:** \$19,227.70

**INFORMATION ITEMS:**

Steve wanted to discuss the issue with the Upton's dog. On or about December 6, 2011 one of the Upton's dogs was hit by a car. A county worker came across the dog & tried to contact the Upton's. The Upton's refused to answer the door & the county worker called 911. An SPCA officer came out & now they are charging the Town \$150.00 to put the dog down. Steve stated that he does not believe this is the town's responsibility. Jim Smith said he spoke with Bo & tried to find out who the dog belonged to. He was told the Upton's were home so they went back & no one would come to the door. Steve got the bill & immediately called asking questions about it. Bill Carr, Investigator for the SPCA & Steve had a discussion about the situation. Bill Carr stated that 911 called Robert Crowley, who is no longer the dog warden & they sent out the SPCA. Before the meeting Bill Carr met with Steve & brought info showing he had called Dean Catlin & no one answered the phone. Steve is looking in Article 7 to see if the town is responsible to put a dog down if need be. Bill Carr was supposed to Email Article 7 & before the meeting Steve found out it is not in Article 7, it is in some other place. Steve told the Bill Carr we have got to do some more investigating before we deal with this. Bill Carr did provide a call log that shows they called Dean Catlin at 10:30 am & no one answered. Supposedly the dog was hit at about 5am, according to neighbors Jeff Stone. Upton's were home & just wouldn't answer the door. Steve told Bill Carr there has to be a way to make the Upton's responsible for this. Sharon then brought up the question "What if they had got ahold of the dog warden & he had responded to it?" Jeff answered saying that would have cost us \$50 less. There was some discussion about the proper way to deal with a dog in misery. The dog was hit at 5:30 am & the SPCA did not receive the call until about 9am. David Fuller then brought up the question of Taylor having a leash law. Taylor does not have a leash law, only nuisance dog law. Then it was questioned about the quarantine time. Steve stated it wouldn't be at this time. Riley then stated he had read in the paper of other surrounding towns posting in the paper they were participating in the quarantine time. There was question as to who sets the quarantine, the County. Marie Peri then asked if Dean Catlin ever got back to the board regarding the list of unlicensed dogs. Dean told Steve he lost the paper & when asked about his year end report Dean stated it was not done but would have it ready next week. Steve told him he would have a copy on Rollan's desk tomorrow for him to pick up. Steve suggested to the board that one of these days they are going to have to switch to Country Acres or something equivalent. Although it may be more expensive it is done & no one gets a call. Jeff Smith stated that Jason Blanchard use to do it & did a good job, but isn't sure he would be interested in the position again due to a misunderstanding that was later cleared up. Sharon mentioned that the board had to keep in mind that they had to keep Unemployment Insurance on him. In conclusion, Steve stated we have had many issues over the last year with the dog warden & the board should consider where to go next.

#### **ACTION ITEMS:**

Town received a pledge request from Relay for Life. A brief discussion followed.

**MOTION:** Donate 50\$ to Relay for Life

Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith

Votes Cast:	Sharon Eltz	Aye	
	Jeff Smith	Aye	
	Riley Closson	Aye	
	Nancy Elwood	Aye	
	Steve Breneman	Aye	<b>Carried</b>

Town also received pledge request from Cortland Historical Society. A brief discussion followed & board decided on no donation.

#### **YEARLY APPOINTMENTS AND DESIGNATIONS:**

#### **MOTION:**

Appoint Steve Breneman Budget Officer per Steve Breneman	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Sharon Eltz Deputy Supervisor per Steve Breneman	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Deputy Clerk & Registrar Jaime Breneman per April Law	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Deputy Highway Super Elroy Eltz per Jim Smith	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Steve Breneman Voting Delegate for the Assoc. of Towns	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Retain the Alliance Bank NA as the Town's Financial Institute	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Larry Wilcox as <b>TEMPORARY</b> Code Enforcement Officer	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Confirm the following members of the Planning Board: James Smith-12/17 Grant Preston-12/18, Linda Crowley-12/12, Wayne Elwood-12/13, Whitney Meeker-12/14, Judy Wesseer-12/15, Kathryn Elwood-12/16	
Appoint Beth Hummel as Town Historian	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Dean Catlin as the Towns Official Animal Control Officer	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Retain Ronald T. Walsh as the Town's Attorney	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Confirm the following as the Town's Assessment Review Board: Sharon Eltz, Marjorie Parks and Wendy Blanchard.	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Appoint Debbie Fisher as Town's Accountant	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Continue monthly meetings on the 2 <sup>nd</sup> Tuesday of each month at 7PM	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Allow pre-approved payments of Utilities & Health Ins. To meet due dates	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve Highway Superintendent Salary at budgeted amount of \$34,805.00 For compensation of an expected minimum of 40 hrs per week performing Town Highway Business, to be prorated for 26 payments	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve highway wages as budgeted	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve payroll on Thursday, bi-weekly starting on 1/1/12	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve payment of \$1000.00 (after deductions) into IRA account for full time employees who have worked at least one complete year. To be paid annually with the last scheduled payroll of the year.	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve Salaries of Appointed and employed persons at the budgeted rates	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve payment for Tax Collector on or before 6/30/2012	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve Elected Officials Salaries at the budgeted amount to be paid with the First payroll of December 2012	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Approve Fire Contract as presented	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Adopt Harassment Policy as presented	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Adopt Procurement Policy as presented	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith
Adopt Personnel Policies, Rules & Regulations	Made by Sharon Eltz, 2 <sup>nd</sup> by Jeff Smith

Adopt Drug-Free Workplace Policy  
 Adopt Excessive Force Resolution Policy  
 Adopt Fair Housing Policy

Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith  
 Made by Sharon Eltz, 2<sup>nd</sup> by Jeff Smith  
 Made by Sharon Eltz, 2<sup>nd</sup> by Nancy Elwood

**All the above motions were each voted on separately, with all Ayes.**

Steve brought to the attention of the board that a candidate has been interviewed to replace Larry as CEO, Michael Anderson. He has worked for The Cortland Fire Department & been doing fire inspections for 5+ years & building inspections for the last 2. He seems very qualified with Steve, Sharon & Riley reporting he is up to date with his training & continues to train yearly. He will be stricter than previous CEO, but will be fair & safety oriented. Steve added he has been given 2 other names, but would like to pursue Michael Anderson. Larry does not recommend 1 of the names given. His fee is 20\$ an hour but after calculating he should not go over what we have budgeted for payment. Steve will call him tomorrow & request he have a meeting with the Town & Planning Board.

**PLANNING REPORT: by Kathryn Elwood**

Whitney has met with Jack Hess & he claims he will have the surveys for us. Harlan Pudney didn't seem to think they had been done. She isn't sure the deed driveway is on there, but will check to make sure. If so once the signatures are received the deal will be done. Another letter was received from the County Lawyer, but she's not sure what it's talking about. She did mention that Walsh is not doing anything that is asked of him to help with this situation. Steve was asked if the Attorney called him, he replied No. Kathryn was told he was going to call Steve to get his permission. Kathryn would like Walsh to call the Lawyer in Albany to talk to him. Kathryn then had a question about building permits & what classifies them as "DONE". She was told after CEO inspects & signs off, Certificate of Occupancy is then put with permit & filed.

**HIGHWAY REPORT: by Jim Smith**

Got the new loader & we are very, very happy with it, even more than expected. It is electronic & tells you everything you need to know. Encourages board to stop in & see it. This year has been easy so far due to weather. Jim reported last year the Town spent \$2800 in a month for fuel compared to this year at \$438.00 (January). We are saving money there as well as sand, due to the warm weather. Again Jim wanted to say the heating system is amazing. The Town will be getting a load of Coal tomorrow which will finish thru this winter. Steve then pointed out that 17ton of Coal will be equivalent to 1 month's fuel bill last year, \$2500. Jim bought a fan to help move the warm air around, very comfortable out where the trucks are. He also states that he has not seen any sign on condensation.

**CLERK'S REPORT: by April Law**

We did no dogs in December. We had done 1 Marriage License in November that was not accounted for so I put it on December's report, total being \$40.00 with \$17.50 going to the Town. We did 1 Building Permit totaling \$100.00 & \$100.00 was returned to account for Petty Cash to be given to Clerk at a later date. She gave Steve a check for \$217.50. Sharon was then confused by the way Marriage License was reported. It was suggested we write the total amount of License in first column then commission in last. Then it is easier to see the total paid & commission to the Town.

Sharon stated we have no Year End Report from Rollan & would like someone to contact him. Nancy said she would relay the information to him. Would also like to see if this year we can start getting quarterly reports from Dog Warden, CEO, Rollan & Planning Board. We know we get a report every month, but just

a summary. It was then asked if the minutes would cover that & was answered “We don’t always get them”

**MOTION:**To adjourn the meeting at 8:25PM was made by Sharon Eltz 2<sup>nd</sup> by Jeff Smith, carried by all.  
Respectfully Submitted

April D. Law  
Town Clerk