

Minutes of the Regular Town Board Meeting taking place at the Taylor Town Hall on:
January 8, 2019 at 7 p.m.

Present

Supervisor:	Jeffrey Smith (Jeff)
Councilmen:	Riley Closson
	Theodore Law Jr. (TJ)
	Joey Pudney
	Harold R. Eltz (Russell)
Clerk/Tax Collector:	Jaymie Closson
Historian/Planning Board	Sharon Eltz
Justice:	Rollan Elwood

Absent

Accountant:	Deborah Hubbard (Debbie)
Planning Board Chair:	Barb Allen
Highway Superintendent:	Chris Smith
Building/Code Enforcement:	Michael Andersen (Mike)

Others Present:

Jeff called the meeting to order at 7:12 p.m. with the Pledge of Allegiance

Prior to the meeting the councilmen were given the chance to read and review December 2018 meeting minutes and also time to review, discuss and sign general and highway fund vouchers for January 2019.

PUBLIC COMMENT:

None

PREVIOUS MONTHS MINUTES DISCUSSION:

None

MOTION to approve the December 2018 meeting minutes as submitted by the Town Clerk was made by Riley Closson and seconded by Russell Eltz.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

ACCOUNTANT’S REPORT DISCUSSION:

None

MOTION to approve the accountant’s report as submitted by the Accountant was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

DISCUSSION OF VOUCHERS:

None

MOTION to approve the January 2019 highway fund vouchers in the amount of \$9,470.99 was made by Riley Closson and seconded by Russell Eltz.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

MOTION to approve the January 2019 general fund vouchers in the amount of \$21,762.14 was made by Riley Closson and seconded by Joey Pudney.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

Total Disbursement \$31,233.13

DISCUSSION:

- Fran sent info to Jeff about getting money sent to us for reassessment. We will receive money per parcel.
- Jeff to work on 2019 spending plan for town and Chris to work on 2019 spending plan for highway.
- Budget transfers to be approved to balance the budget at year end.

MOTION to approve budget line item transfers as presented by accountant to balance budget was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

- Jeff talked to lawyer about the Jipson Hill property and it would need to be made qualified abandoned. Chris needs to talk to the state first for more information. If it was abandoned, it is already state land on both sides of the road.
- The new building on Town Line Road money came out of appropriated reserves when paid for.

MOTION to approve \$64,756.00 to come out of the building reserves for new Town Line Road building was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

- The bridge removal came out of appropriated reserves when paid for.

MOTION to approve that the funds remain out of appropriated reserves for Town Line Bridge emergency removal was made by Riley Closson and seconded by Russell Eltz.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

- Fire Protection District Contract

MOTION to approve the 2019 Fire Protection District contract in the amount of \$37,969.05 was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

- Discussion about keeping track of highway department hours worked. Right now Chris keeps track of Tim’s and Roy’s hours. Talk about an app on their phones to clock in and out of or possibly a time clock.
- Jeff spoke with Shelly Knickerbocker about the Code Enforcement position and she declined. She has since let her certificate go. Also spoke with Neal Williams again and let him know that we do not have any zoning and he would not be required to keep set office hours. Neal to let Jeff know. For now, decided to put notice in the newspaper and see if anyone applies.
- Cortland County Sheriff’s Office sent a letter inviting board members to come tour the current jail to see what the situation is and the need for a new county jail.

JANUARY ANNUAL MEETING APPOINTMENTS, MOTIONS AND ADOPTIONS:

- Appointment of Budget Officer Deborah Hubbard was made by Jeff Smith.
- Appointment of Deputy Supervisor, Riley Closson was made by Jeff Smith.
- Appointment of Deputy Clerk & Registrar, Sharon Eltz was made by Jaymie Closson.
- Appointment of Deborah Hubbard as town’s Accountant.
- Appoint Jeff Smith as voting delegate for Association of Towns.
- Name NBT Bank and Tompkins Trust as the town’s official financial institutes.
- Name Cortland Standard Printing Company as town’s official newspaper.
- Name Port, Kashdin & McSherry as town’s official payroll company.
- Name Barb Allen as town’s Planning Board Chair.
- Name Sharon Eltz as town’s Historian.
- Name Country Acres Animal Shelter as town’s Animal Control Officer.
- Name Frances Butler as town’s Assessor.
- Name Ronald T. Walsh as town’s official attorney.
- Monthly meetings will be held on the 2nd Tuesday of each month beginning at 7 p.m. held at the town hall.

MOTION to accept and approve all of the above was made by Riley Closson and seconded by Russell Eltz.

Votes Cast:

Jeff Smith "aye"
Riley Closson "aye"
TJ Law "aye"
Joey Pudney "aye"
Russell Eltz "aye"

CARRIED

- Allow pre-approved payment of utilities and health insurance to meet due dates.
- Approve Highway Superintendent salary at budgeted amount of \$42,840.00 for compensation of an expected minimum of 40 hours per week performing town highway business to be prorated for 26 payments.
- Approve highway wages as budgeted.
- Approve payroll is on Thursdays, bi-weekly starting January 1, 2019.
- Approve payment of \$1,500.00 after deductions, into IRA account for full time employees who have worked for the town at least one complete year to be paid annually with the last scheduled payroll of the year.
- Approve salaries of appointed and employed persons at the budgeted rates.
- Approve payment for Tax Collector on or before June 30, 2019.
- Approve half payment for Town Clerk on or before June 30, 2019.
- Approve elected officials salaries at the budgeted amount to be paid with the first payroll of December 2019.

MOTION to accept and approve all of the above was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith "aye"
Riley Closson "aye"
TJ Law "aye"
Joey Pudney "aye"
Russell Eltz "aye"

CARRIED

- Confirm and appoint the following as the Town Planning Board Members for 2019
 - Chairperson, Barb Allen
 - Secretary, Sharon Eltz
 - Wayne Elwood
 - Dianna Crandall
 - Sharon Pryor
 - Alternate, Linda Crowley
 - Alternate, Judy Wessor

MOTION to approve the 2019 Planning Board Members was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith "aye"
Riley Closson "aye"
TJ Law "aye"
Joey Pudney "aye"
Russell Eltz "aye"

CARRIED

- Confirm the following as the town's Assessment Review Board for 2019.
Sharon Eltz, Marjorie Parks, and John Walsh

MOTION to approve the 2019 Assessment Review Board was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

- Adopt Harassment Policy as presented.
- Adopt Procurement Policy as presented.
- Adopt Personnel Policies, Rules and Regulations as presented.
- Adopt Drug Free Workplace Policy as presented.
- Adopt Excessive Force Resolution Policy as presented.
- Adopt Fair Housing Policy as presented.
- Adopt Sexual Harassment Policy as presented.

MOTION to approve policies was made by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

PLANNING BOARD: presented by Sharon Eltz

- Barb is going to be having a meeting sometime this month about a subdivision and would like it if Jeff could attend as well.

HISTORIAN: presented by Sharon Eltz

- None

BUILDING/CODE ENFORCEMENT: As stated on report turned in:

- ramp/deck being built at Pryor’s on Union Valley Rd.
- Perry’s garage on Doran Hill still not completed.
- Checked on building being built at Carrier’s on Town Line Road
- Law property renovations still taking place on Route 26
- No work on Stith’s garage on Burchesky Road

HIGHWAY: Chris relayed to Jeff

- Sand delivered today
- Generator wasn’t working, out of fuel. Not sure if fixed not or not.
- Fire alarm company needed to be notified of supervisor change.

ANIMAL CONTROL REPORT:

- None

CLERK/TAX COLLECTOR REPORT: presented by Jaymie Closson

- \$28 to town for Pryor’s building permit

JUSTICE:

Rollan presented his books to the town board for audit.

MOTION to adjourn the meeting was made at 8:44 p.m. by Riley Closson and seconded by TJ Law.

Votes Cast:

Jeff Smith	“aye”
Riley Closson	“aye”
TJ Law	“aye”
Joey Pudney	“aye”
Russell Eltz	“aye”

CARRIED

Respectfully Submitted,

Jaymie Closson

Clerk