

TOWN OF HECTOR
REGULAR AUDIT MEETING
January 12, 2016

Members Present:

Alvin J. White, Supervisor
Beverly Morley, Councilwoman
Michael Bergen, Councilman
Justin Boyette, Councilman
William Preston, Councilman
John White, Councilman

Others Present:

Jane M. V. Ike, Clerk
Robert Stapleton, "Water Superintendent
Barb Kelley Ralph Ward
Elizabeth Watson Van Harp
Randy Rapple, Highway Superintendent
Elizabeth Watson, Sch. Co. Public Health
Anne Sierigk Mark Smith
David Patterson, Code Enforcement
Rich & Lois Brown

Called to order by Supervisor A. White at 7:00pm, followed by Pledge of Allegiance. Supervisor A. White welcomed everyone to the first regular audit meeting of the year.

RESOLUTION #21 – offered by B. Morley, seconded by B. Preston

Resolved to approve the Minutes of December 8 and December 30, 2015 as written.

Ayes 6, Nays 0

RESOLUTION #22 – offered by M. Bergen, seconded by J. White

Resolved to approve Journal Entry # ___, # ___, # ___ and # ___ as presented. Supervisor A. White explained the short fall due to not having accurate numbers at budget time.

Ayes 6, Nays 0

RESOLUTION #23 – offered by M. Bergen, seconded by B. Preston

Resolved to have audited and further authorize the Supervisor to pay the bills from the following funds: General Vouchers #1 thru #35 - \$114,397.95; Highway Vouchers \$1 thru #16 - \$347,838.85; Water District Vouchers #1 thru #13 - \$24,474.32; Fire Protection Districts Voucher #1 - \$19,744.00; and Trust & Agency Vouchers #1 thru #3 - \$1,198.43.

Ayes 6, Nays 0

Public Comment: 7:06pm - No comments

Schuyler County Public Health: Elizabeth Watson gave a report covering the 2016 programs available to the public: National Diabetes prevention program has run for 2 years now; classes will begin in February; \$15 for the entire year; one of the biggest chronic diseases in Schuyler County; program has proven to be effective. Living Healthy Chronic disease self-management program begins tomorrow; 6 week program, no charge at this time. Active Living everyday runs 12 weeks; \$80 (\$6 per class). Walk with ease is free; geared toward arthritis; go on line to get book; get pedometer from Public Health. Breastfeeding support meets once a week. Healthy families/new families which offers home visits and support. Immunizations – flu shots and other vaccinations are available. A Worksite wellness program is available also. Heroin and prescription drug forum will be in February. Word of mouth and referrals are appreciated if you know someone who would benefit from any of these programs.

Councilman J. White asked to review some of the statistics in the County; he will follow up with Public Health.

Department Reports:

Code Enforcement: Code Officer Patterson reported regarding number of permits in 2015; 249 active permits; 158 permits completed; solid fuel 14; special use 11; approx. \$20,000+ in permit fees collected; estimated construction value \$8657696.21; 52-55 fire inspections done; many are only once every 3 years; still have 5 property maintenance issues; one due back in court this week. Upgraded codes car to studded tires to help get around in winter.

Supervisor A. White asked Officer Patterson to be sure that driveway installations are approved by NYS DOT prior to permit being issued; DOT is concerned that once building permit is issued they don't have any control to change driveways.

Councilman J. White – looks like there is tremendous growth in the Town; how does this compare to last year. Comparisons to last year will be provided at annual audit meeting on Jan. 21. Code Officer Patterson indicated the majority of construction is residential. New requirements came out in June 2015 regarding trusses; we must issue a sticker identifying the trusses; can charge a \$10 fee to cover the cost. Found this out as part of the ISO audit; no other issues with ISO audit.

Highway: Superintendent Rappleye reviewed work completed in December; snow tires are on all equipment, ditched Voorheis, Kellogg and Chicken Coop Ext.; have plowed a few times so far. KRP has mostly gotten to grade; will be putting up guide rail; hope to open road next week; finish work will be done in spring. CPE Interlink is ordering equipment and will notify Randy when they can install. Old #10 picked up today by buyer, still waiting on the dozer to go any day; and no info from purchaser of roller. Road Inventory projects done in 2015 presented; 2015 equipment repair costs reviewed.

Supervisor A. White reported that the 5-year plan and equipment plan will be updated and brought to the board. Superintendent Rappleye reported the following recommended purchases for this year to include a 550 pickup; 250 pickup and goose neck for trailer.

Councilman Preston asked if we will need to have construction zone signs up still after Williamee Road is opened. Superintendent Rappleye reported the section will be dirt but will be travelable; caution signs will remain up. In house safety training, chemical training: working on Safety Data Sheets that will have symbols showing dangers; printed sheets are available on every product we have on site; will have updated training soon.

Highway Committee meetings - suggested 1:00pm the third Thursday of the month starting January 21.

Councilman J. White asked about the rise in Williamee Road where the culvert was replaced. Superintendent Rappleye stated that once blacktop is installed in the spring, the rise will be lessened some.

Water District: Superintendent Stapleton reported number of gallons treated; daily average; yearly total filtered and treated; system is very tight at the present time; looking in good shape; water sample draws are up to date; waiting for 2016 schedule for testing; Pall CHN system working; air compressors in good shape, alarm system working well; Pall system working well; calibrating Burdett chlorination. Williamson Law Book Company is working on the billing program; installation should be done in a few days. NYSEG refunded \$707 due to cost of electric repairs due to imbalance in lines. Suggested new Board members get a tour of the plant and facilities, etc. Next Water Board meeting is the 1st wed in February (3rd) AT 1pm at Hector fire house; will be held every other month after that.

Heaters are working extremely well; very nice to have heat to work in the shop.

Smith Park: No Report; not much going on; still not sure if the part needed for the water system was found; might be able to get at Johnny's wholesale.

Training: Supervisor A. White asked for permission for himself and Janine Bond to attend the Basic Municipal Accounting classes in March; they will travel back and forth.

RESOLUTION #24 -offered by M. Bergen, seconded by B. Morley
Resolved to authorize Alvin White and Janine Bond to attend the Basic Accounting School March 15-17, 2016 in Canandaigua, NY. Ayes 6, Nays 0

Committee Reports: Set monthly meeting dates; meetings are open to the public and will be held at the Town Hall unless otherwise notified.

Personnel: 2nd Thursday (Feb 11) at 7:00pm

Infrastructure: 1st Monday (Feb1) at 10am

Public Safety: 4th Thursdays at 1pm (Jan 28)

Economic Development: 1st Wed at 7:00pm (Feb 3)

Assessment: 1st Mondays at 11am (Feb 1)

Dumpster Day: Need to set date in February

Communications: 1st Mondays at 9am

Rt. 414 Corridor Task Force: Organizational meeting – Jan 22 at 9am

Highway: Dates to be determined.

Mileage Re-imbursement: Rates discussed; current Federal rate is \$.54 per mile.

RESOLUTION #25 - offered by B. Morley, seconded by J. White
Resolved to set the mileage re-imbursement rates as follows: staff will be reimbursed for conferences, training and other town related travel at the IRS rate in effect at the time of travel.
Discussion: Current rate of \$.54 per mile to be effective January 1, 2016. Ayes 6, Nays 0

RESOLUTION #26 - offered by M. Bergen, seconded by J. Boyette
Resolved to authorize Sandra Bradford to attend the 2016 Historian's Conference September 15-17, 2016 in Syracuse, NY. Ayes 6, Nays 0

RESOLUTION #27 - offered by M. Bergen, seconded by B. Morley
Resolved to approve and authorize the Supervisor to sign the Computer Software support contract with Williamson Law Book Company for \$1005.00 effective January 1, 2016 thru December 31, 2016. Ayes 6, Nays 0

Annual Financial Audit Meeting set for January 21, 2016 at 6:30pm

LED Light Recall: Clerk Ike reported to the Board that all the 4 ft. LED Bulbs installed in April 2015 in the Town Hall & Highway Garage have been recalled. Two bulbs in the Highway Garage actually melted. We have contacted the manufacturer and have received enough bulbs for each of the buildings; the contractor will be coming in the near future to install the new bulbs. We have also notified Schuyler County Emergency Management of the issue and asked them to notify other Municipalities that might have gone through the same program.

Miscellaneous/Correspondence:

County Legislative Report: Van Harp reported from the Disabilities Committee meeting regarding the availability of transportation in this county; they do a pretty good job providing for those in need. He also asked about purchasing and if we coordinated with other towns to get better prices. We actually do a pretty good job of comparison shopping; get Government pricing of Office Supplies through Staples.

Others/Etc.

Jason Kelly contacted Supervisor A. White regarding the Burdett Firemen's Annual Banquet being held January 30th with 6pm social hour; 7pm dinner. All Board members are invited; RSVP by January 20th.

Van Harp congratulated all new board members; appears you are all engaged already.

Adjourned at 8:36pm on a motion by Councilman Bergen, seconded by Councilman J. White.

Respectfully submitted,

Jane M. V. Ike, Clerk